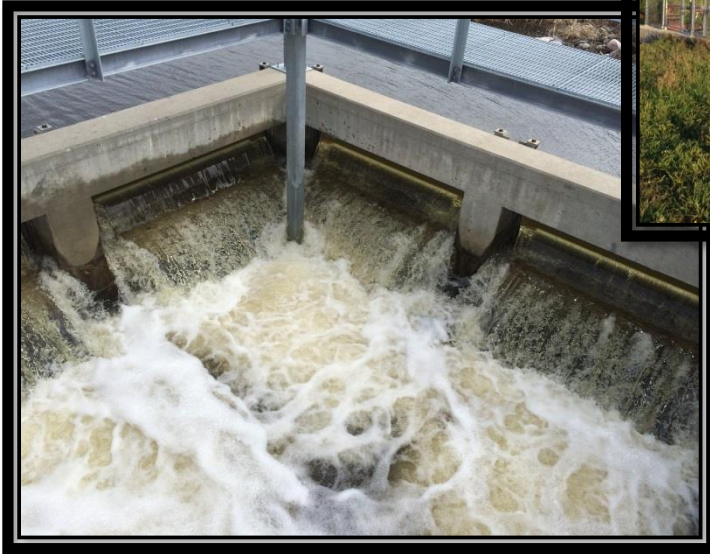


Wild Rice Watershed District

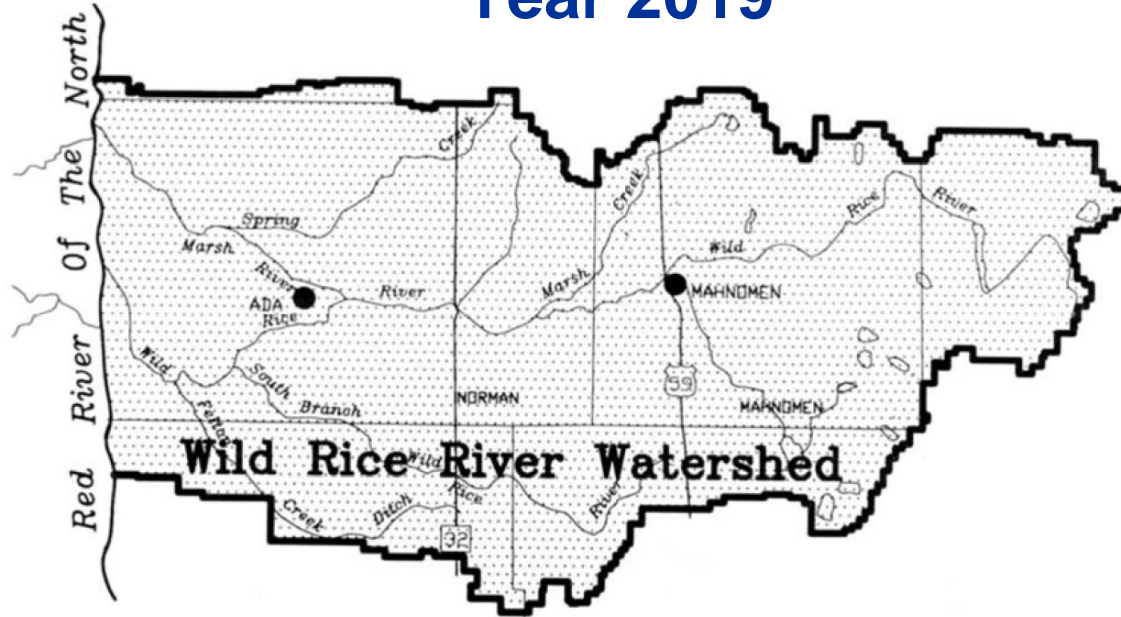


2019 Annual Report

Wild Rice Watershed District

50th Annual Report

Year 2019



The Wild Rice Watershed District is located in the central part of the Minnesota portion of the Red River of the North basin. The Watershed District is bordered by the Sand Hill River and the Red Lake River basins to the north and the Buffalo River basin to the south.

The Wild Rice Watershed District occupies a land area of approximately 2,085 square miles. The territory of the District is in parts of Norman, Clay, Mahnomen, Becker, Clearwater, and Polk counties, which include the watershed of the Wild Rice River and the Marsh River.

The photos on the cover are from the Olson Agassiz Wildlife Management Area outlet structure, located in Section 21 of Spring Creek Township, Norman County, Minnesota.

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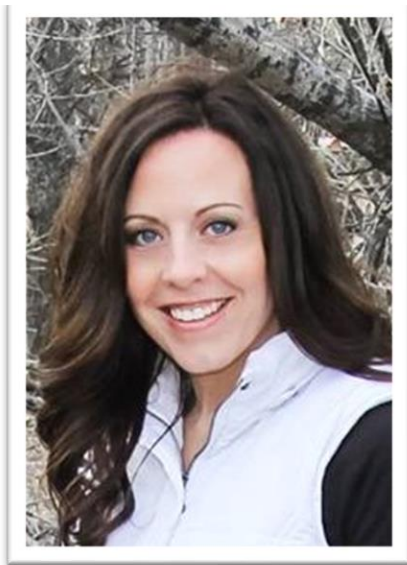
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Kevin Ruud
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kevin@wildricewatershed.org



Tara Jensen
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Stacy Purrington
Administrative Assistant
(effective 09/16/2019)



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Administrative Assistant
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(resigned 08/20/2019)

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I. Executive Summary

Pursuant to Minnesota Statutes Section Chapter 103D of the Minnesota Watershed Act, the Board of Managers hereby submits the 50th Annual Report of the Wild Rice Watershed District (WRWD), which covers the period of January 1 to December 31 of 2019. The report includes the District's members, technical and citizen advisors, summaries of the plans, goals, water management projects, and communication programs of the District as well as a summary of the District's financial condition.

The District distributes its Annual Activity Report to the Minnesota Department of Natural Resources and the Board of Soil and Water Resources as provided by law. Copies of the report or audit may be obtained from the District's Managers or through www.wildricewatershed.org.

The Annual Report reflects the Board of Managers' commitment toward serving the residents of the watershed in its mission to provide efficient management of our water resources for the future. The Wild Rice Watershed District is focused on providing the leadership and resources needed to fulfill its water management goals and objectives.

The Wild Rice Watershed District has developed a comprehensive implementation program to accomplish its goals and objectives. Authority for implementation is provided by the legislature under Section 103D of the Minnesota Statutes.

This legislation gives the watershed districts the authority to establish rules, require permits, construct and finance improvement projects and perform other activities which contribute to the purpose for which the District is organized. The Watershed District will use this authority granted by the legislature to implement its long-term goals and objectives.

Within the Annual Report you will find evidence of these commitments. The report also reflects the Board of Managers' recent accomplishments while mapping out plans for the upcoming year. The Managers invite comments and suggestions concerning this report.

**Respectfully submitted by
Wild Rice Watershed District
Board of Managers
Greg Holmvik
2019-2020 Chairman**

II. From the Desk of the Administrator

As the Administrator of the Wild Rice Watershed District for the last nine years, I would like to add some of my thoughts as to how the 2019 year went.

We continued the process of the 1W1P by holding multiple meetings at the Steering, Advisory, and Policy committee levels. It has been going smoothly and quicker than I thought it would.

City of Halstad Ring Dike. We had a late start for the second year of this project due to the late spring and flooding that came with it. To top it off with the wet fall, we were unable to completely finish the project.

City of Hendrum Ring Dike. This project was almost completed, but again with the wet fall, we were unable to complete the project.

RCPD projects. We continued working on the Green Meadow, Moccasin Creek, and the South Branch of the Wild Rice gathering important information on all of these. Landowner meetings were held which led to further research to finding possible solutions to their problems.

The Lower Wild Rice Corridor project came to an agreement with documents being signed which allows us to use the outside funding for the RIM program to acquire easements for future work on this project. We had two applicants sign options to proceed. We also submitted another application to LSOHC for another grant to continue this project. We were successful and it will be included into the 2020 legislative request.

Goose Prairie continues through the permitting phase along with the acquisition of easements and right of way for it. There were two hearings held on Goose Prairie, one for establishing the project and one allowing for changes to be made to CD18.

Two more ring dike applications were received with one having a contract awarded, but with the wet fall were unable to start it. These are being done with the cooperation of the MNDNR and the RRWWB and landowner contributions. One person submitted a request and then after the initial review withdrew after it was clarified that these are not certified dikes to FEMA standards.

A buyout of a flood prone property has been requested and the Board approved moving forward with it as long as funding sources were found.

We welcomed in our new tenant in 2019 upon the completion of the remodeling project. The RRWMB moved in June and we are working the minor details as the year progresses.

Once again, we had an employee who left us, Tera Johnson, who was replaced by Stacy Purrington. I can only hope that the next major change will be my retirement. It is too much work to replace and train these employees.

A total of 140 permit applications were received for various projects throughout the district.

Consultant bids were received, and the incumbents were rehired for another three-year term.

We also received bids on the land we own, and Kelly Jacobson and Dana Braseth were successful bidders on the parcels that we own for another three-year agreement.

Kevin Ruud, Administrator



III. Appointments

Board of Managers

Standing, L to R: Duane Erickson, Mike Christensen, Mark Harless, Greg Holmvik
Seated, L to R: Dean Spaeth, Curt Johannsen, Raymond Hanson

The Wild Rice Watershed District is governed by a Board of Managers whose job is to preside over the business of the Watershed District as it pursues the conservation of natural resources and flood damage reduction through regulation and use of sound scientific principles.

The Board of Managers is composed of seven managers appointed by County Commissioners for a three-year term. Three managers are appointed by Norman County, two managers are appointed by Mahnommen County, and two managers are appointed by Clay County.

The Board of Managers meets regularly on the second Wednesday of each month at 8:30 a.m. at the District office in Ada, Minnesota.

Name and Office	Appointing County	Year Appointed	Contact Information for Current Managers	Date of Term Expiration
Mike Christensen	Norman	2006	4539 Co Hwy 29 Twin Valley, MN 56584 (218) 584-5510 sunnybrookfarms@gmail.com	04/25/22
Raymond Hanson	Mahnomen	2010	4333 Co Hwy 29 Twin Valley, MN 56584 (218) 584-5545 raynmargo@gmail.com	04/25/22
Curt Johannsen	Norman	2010	PO Box 111 Hendrum, MN 56550 (701) 799-6732 chj74@live.com	04/25/22
Greg Holmvik	Norman	2009	401 7th Ave W Ada, MN 56510 (218) 567-8277 gholmvik@loretel.net	04/25/20
Duane Erickson	Clay	2009	11849 390th St Ulen, MN 56585 (218) 596-8322 duaneerickson@arvig.net	04/25/21
Mark Harless	Clay	2017	PO Box 37 Borup, MN 56519 (218) 494-3330 mlharlessz4@gmail.com	04/25/21
Dean Spaeth	Mahnomen	2009	1526 210th St Mahnomen, MN 56557 (218) 935-2127 jspaeth@arvig.net	04/25/21

Consultants

The WRWD Board of Managers retains independent contractor consultants who provide all the necessary engineering, auditing, legal and other services and serve at the pleasure of the Board. The District's independent consultants effectively fulfill its obligations, goals and objectives within the approved finances and budget. The following consultants served the District in 2019:

Name	Service Provided	Company Name	Contact Information
Elroy Hanson	Legal Services	Wambach and Hanson Law Office	P.O. Box 340 Mahnomen, MN 56557 Phone: (218) 935-2266
Jerry Bents	Engineer	Houston Engineering, Inc.	1401 21st Ave N Fargo, ND 58102 Phone: (701) 237-5065
Christopher Clasen	Auditor	Justin Clasen & Company, Ltd.	P.O. Box 90 Pequot Lakes, MN 56472 Phone: (218) 568-5242



Jerry Bents,
Civil Engineer
Vice President
Houston Engineering Inc.



Elroy Hanson,
Attorney,
Wambach & Hanson Law Office



Christopher Clasen
Certified Public Accountant
Justin Clasen & Company, Ltd.

Citizens Advisory Committee

To ensure public input, the managers have appointed a Citizens Advisory Committee to provide recommendations on matters affecting the Watershed District, including all contemplated projects and improvements. The Wild Rice Watershed District holds annual planning meetings with the Citizens Advisory Committee, as required under Minnesota Statute. Meetings are scheduled for the first Monday in April and the last Monday in November at 10:00 am at the District Office, unless otherwise noted.

Name of Committee Member	Contact Information
Steve Jacobson	1437 County Hwy 4 Hendrum, MN 56550 (218) 861-6155
Robert Braseth	25415 190th Ave N Ulen, MN 56584 (218) 596-8754
Terry Guttormson	1141 175th Ave Hendrum, MN 56550 (218) 861-6800
Corey Hanson	2758 330th St Gary, MN 56545 (218) 356-8678
Cynthia Julin	318 E Main St Ada, MN 56510 (218) 784-2520
Steve Kahlbaugh	2450 160th Ave Mahnomen, MN 56557 (218) 261-0952
Jerome (Joe) Slette, Chairman	1141 237th St Mahnomen, MN 56557 (218) 936-7147
Matt Speer, Vice-Chairman	2435 140th Ave Mahnomen, MN 56557 (218) 261-0645

April 10, 2019 – Appointing board members to attend advisory committee meetings was discussed. Appointment will be further reviewed at the May reorganization meeting. Draft minutes of the April 1, 2019, advisory meeting was distributed for Board review.

December 11, 2019 – Draft minutes from the fall meeting were distributed for review. Managers were asked to consider appointing interested parties at the January Board meeting.

Flood Damage Reduction (FDR) Project Team

The FDR Project Team in the Wild Rice Watershed District was established in 1999, as a result of the mediation process which began in 1997, in an attempt to resolve issues surrounding the development of flood damage reduction projects between waters management agencies and stake-holder groups.

A framework was organized to seek solutions to flooding problems, review new flood protection projects, and coordinate efforts early in the planning process. The mediation process allows federal, state, and local agencies, as well as the public and private sectors, to provide input regarding flood damage reduction and environmental impacts.

On January 27, 2010, consensus of the WRWD Board was to schedule Project Team Meetings the fourth Wednesday of every month.

The FDR Project Team in the Wild Rice Watershed District delegates includes:

Name	Organization Represented	Contact Information
Keith Berndt	Counties	814 East Main Street Ada, MN 56510 218-784-7126 ketih.berndt@co.norman.mn.us
Steve Bommersbach	Counties	PO Box 352 Twin Valley, MN 56584 218-584-5512 bommer@tvutel.com
Mark Harless	Landowner	1467 300th St Borup, MN 56519 218-582-3360
Paul Hougum	Landowner	1539 County Hwy 39 Perley, MN 56574 218-861-6464
Eric Zurn	Landowner	18629 County Hwy 14 Callaway, MN 56521 218-375-2368
Bruce Tufte	Landowner	1264 240th St Borup, MN 56519 218-784-7571
Joe Slette	Landowner	1141 237th Street Mahnomen, MN 56557 218-935-5918
Brett Arne	MN Board of Water and Soil Resources (BWSR)	26624 N Tower Rd Detroit Lakes, MN 56501 218-850-0934 brett.arne@state.mn.us
Pete Waller	MN Board of Water and Soil Resources (BWSR) MN BWSR	1004 Frontier Drive Fergus Falls, MN 56537 218-736-5445 pete.waller@state.mn.us

Name	Organization Represented	Contact Information
Nathan Olson	MN Department of Natural Resources (DNR) Fisheries	14583 County Hwy 19 Detroit Lakes, MN 56501 218-847-1579 nathan.olson@state.mn.us
Rodger Hemphill	MN DNR Hydrologist	14583 County Hwy 19 Detroit Lakes, MN 56501 218-846-8384 rodger.hemphill@state.mn.us
Rob Baden	MN DNR	14583 County Hwy 19 Detroit Lakes, MN 56501 218-846-8383 robert.baden@state.mn.us
Danielle Kvasager	MN Pollution Control Agency (MPCA)	714 Lake Avenue, Suite 220 Detroit Lakes, MN 56501 218-847-1519 danielle.kvasager@state.mn.us
Jim Courneya	MPCA	714 Lake Avenue, Suite 220 Detroit Lakes, MN 56501 218-847-1519 jim.courneya@state.mn.us
Josh Bork	Natural Resources Conservation Services (NRCS)	10 E 2nd Ave S Ada, MN 56510 218-784-4000 josh.bork@mn.usda.gov
Edward Musielewicz	NRCS	809 8th St SE Detroit Lakes, MN 56501 218-847-9392 ed.musielewica@mn.usda.gov
Randy Tufton	NRCS/FSA	10 E 2nd Ave S Ada, MN 56510 218-784-4000 randall.tufton@mn.usda.gov
Wayne Goeken	River Watch	440048 160th Ave SE Erskine, MN 56535 218-574-2622
Aaron Neubert	Soil and Water Conservation District (SWCD)	123 W Monroe Ave Mahanomen, MN 56557 218-935-2987 aaron.neubert@mn.nacdnet.net

Name	Organization Represented	Contact Information
Mark Christianson	SWCD	100 Main Ave E Twin Valley, MN 56557 218-584-5169 markc@arvig.net
Lori Thronson	SWCD	100 Main Ave E Twin Valley, MN 56557 218-584-5169 lorit@arvig.net
Peter Mead	SWCD	801 Jenny Avenue Perham, MN 56573 218-846-7360 pemead@co.becker.mn.us
Kevin Kassenborg	SWCD	1615 30th Ave S Moorhead, MN 56560 218-287-2255 kevinkassenborg@mn.nacdnet.net
Nan Bischoff	US Army Corps of Engineers	190 5th St E St Paul, MN 55101-1638 651-290-5426 nanette.m.bischoff@mvp02.usace.army.mil
Craig Jarnot	US Army Corps of Engineers	4111 Technology Dr Ste 295 Bemidji, MN 56601 651-290-5339 craig.l.jarnot@usace.army.mil
Ryan Frohling	US Fish & Wildlife Service (USFWS)	26624 N Tower Rd Detroit Lakes, MN 56501 218-847-3402 ryan.frohling@fws.gov
Mike Swan	White Earth Reservation	4044 South Ice Cracking Ponsford, MN 56575 218-573-3007
Curt Johannsen	Wild Rice Watershed District (WRWD)	11 East 5th Avenue Ada, MN 56510 218-784-5501
Duane Erickson	WRWD	11 East 5th Avenue Ada, MN 56510 218-784-5501
Mike Christensen	WRWD	11 East 5th Avenue Ada, MN 56510 218-784-5501
Jerry Bents	WRWD Engineer	11 East 5th Avenue Ada, MN 56510 218-784-5501

Red River Watershed Management Board (RRWMB)

The Wild Rice Watershed District is a member of the Red River Watershed Management Board (RRWMB).

The RRWMB's jurisdiction and authority encompasses the area managed by the individual watershed districts that have membership on the Board. Eight watershed districts within the Red River Valley from the RRWMB including the Bois de Sioux, Joe River, Middle-Snake-Tamarac Rivers, Red Lake, Roseau River, Sand Hill River, Two Rivers, and Wild Rice.

The RRWMB was created by an act of the Minnesota legislature in 1976 to provide an organization with a basin-wide perspective concerning flooding. Funding is by ad valorem tax levies, as provided by Chapter 163 of the Minnesota Session Laws.

Managers participate in the annual RRWMB conference each spring, which focuses on a basin-wide approach to water management and flood damage reduction.

Manager Greg Holmvik is the delegate to the board with Manager Raymond Hanson as the alternate.

Minnesota Association of Watershed Districts (MAWD)

The Minnesota Association of Watershed Districts (MAWD) provides educational opportunities, information and training for watershed districts, managers and staff through yearly tours, meetings, and newsletters. MAWD also represents state-wide watershed district interests at the legislature, before the executive branch, agencies, and other policy makers at the local government level.

IV. Plan Performance

Community Levee Improvements – City of Halstad

Proposers

Wild Rice Watershed District and City of Halstad

Description/Location:

A levee was constructed around the city of Halstad by the USACE in the early 1970s in response to flooding threats against the city. This levee currently removes the city from the designated 100-year floodplain.

However, Norman County has recently updated the Flood Insurance Study (FIS) to account for more recent hydrologic conditions. As part of this effort, the City of Halstad has been offered a Provisional Accredited Levee (PAL) letter. This designation requires the City to make necessary improvements to certify the levee meets at least the minimum requirements per CFR 65.10 or else all protected property will go into the floodplain.



Phase 1 Funding was previously provided by the MNDNR FDR Grant Assistance Program on a 50/50 cost- share to complete the initial survey, geotechnical analysis, and engineering for needed improvements.

Phase 2 Funding was used to finish the land acquisition, structural, embankment, and other improvements recommended from Phase 1 in order to meet the requirements of the Provisional Accredited Levee (PAL) letter and to undergo the necessary USACE review.

Phase 3 Will be a cooperative project between the City of Halstad, Norman County, RRWMB, MNDOT and the Wild Rice Watershed District to provide grades raises and eliminate the emergency closure needs. When completed, this will eliminate the added costs for flood fighting, extended transportation closures, costly damage to the existing roadways, and public safety concerns for the traveling public. The road resurfacing project is scheduled by MNDOT to begin in 2019.

Flood Control Benefits:

- Flood Protection for nearly 600 residents / 250± households
- Eliminate future roadway damages and public safety concerns
- Cooperative effort with multiple funding sources

Project Cost:

Phase 1 – Design/Permitting/Acquisition - State \$0.375M / Non-state \$153K (2% MHI)

Phase 2 – Levee Improvements: \$4.125M - State \$4.125M / Non-state \$0K (Phase 2A and 2B)

Phase 3 – Roadway Improvements - \$2.0M - State \$0.5M / Non-state \$1.5M (Phase 3) – MNDOT Schedule for 2019

- Status:**
- **Phase 1 - Complete** – Previously funded
 - **Phase 2 – Levee Improvements** – 50% Complete – Finished in FY2020
 - **Phase 3 – Roadway Improvements** – Construction FY2020

	Prior Years	FY 2020 (7/19-6/20)	FY 2021 (7/20-6/21)	FY 2022 (7/21-6/22)	FY 2023 (7/22-6/23)
Funding	FDR \$4.50M WD/City \$0.153M	FDR \$0.50M WD \$1.50M* *(Including DOT and County/City/WD/ RRWMB)			
Project Status	Design/ Acquisition Permitting/ Construction (Phases 1 and 2)	Phase 3 Grade Raises Acquisition & Construction	Construction Completion		

Key: City = City of Halstad; DNR=Minnesota DNR; DOT= MN Dept of Transportation (and other road authorities); FDR=Flood Damage Reduction Work Group; RB=Red River Watershed Management Board; WD=Wild Rice Watershed District.

Partners: Cooperative Project between City of Halstad, Norman County, WRWD, and State of Minnesota Flood Damage Reduction Program

January 9, 2019 – A Pay Request presented by Sellin Brothers for work on the Halstad levee improvements was approved. The request for funding assistance which was presented to the RRWMB will be reviewed by the TAC return to the RRWMB for discussion. MNDOT has submitted 60% construction plans and is expected to return 100% plans later in the month. The City of Halstad has filed a technical appeal with FEMA regarding the flood plain mapping.

February 13, 2019 –A change order for a change in the road raise and the addition of buzzers in the pumps was approved as presented by Engineer Bents. Engineer Bents continued that 90% plans have been received from the DOT. He added that the road raise efforts should be completed by the end of the year.

March 13, 2019 – Sellin Brothers had placed equipment on site incase temporary levee work needs to be completed. DOT plans are close to being complete with bid letting expected this spring.

April 10, 2019 – Sellin Brothers was on site and is increasing the levee height as needed to keep ahead of projected crest levels. One raise had already been implemented to stay at three feet above the forecasted crest. A pay request for levee construction to Sellin Brothers was approved. The Board approved resolution for a cooperative agreement with the DOT as presented and read by roll call vote with Manager Johannsen abstaining.

May 8, 2019 – Halstad construction was anticipated to resume the next week.

June 12, 2019 – The MNDOT project through the community saw bids being higher than anticipated, with the flood control aspects being lower than projected.

July 17, 2019 – Levy construction in Halstad was back underway and TH75 work has begun. A pay request for levee construction to Sellin Brothers was approved. Change order #2 for the Halstad project with an increase of up to \$12,797 was approved as presented.

August 14, 2019 – Levy and road work is continuing to proceed in the City of Halstad. A pay request for levee construction to Sellin Brothers was approved.

September 11, 2019 – A pay request for levee construction to Sellin Brothers was approved. An update of construction progress was provided.

October 9, 2019 – A pay request for levee construction to Sellin Brothers was approved. The levy construction was at approximately 88% complete. FEMA documentation was being gathered for the LOMR application. A conference call was completed to get documents gathered for the review. Construction plans will be submitted, and we are hoping the project can be certified by the end of 2020.

November 20, 2019 – The project has reached substantial completion. Minor items remain to be completed in the spring. Change Order 3 from Sellin Brothers was approved as presented. A pay request for levee construction to Sellin Brothers was approved. An update was provided on the FEMA certification requirements that are being completed for the cities as well as updated emergency action plans. It is anticipated that draft documents will be completed early next year.

December 11, 2019 – A pay request for levee construction to Sellin Brothers was approved. All gate walls had been tested and passed. The emergency action plan will also be updated in the future as a part of the LOMR process.

Community Levee Improvements – Phase 2 – Perley and Hendrum Grade Raises

(Cooperative Project between Cities of Hendrum and Perley, Norman County, MNDOT and the Wild Rice Watershed District)

Proposers

Wild Rice Watershed District and Communities Perley and Hendrum (in cooperation with Norman County and the Minnesota Department of transportation).

Description/Location:

Both the cities of Perley and Hendrum have been threatened by Red River flooding on numerous occasions over the years. To prevent these damages, the Cities, along with support from US Army Corps of Engineers, National Guard, and hundreds of volunteers, have previously raised the existing flood control levees using combinations of sandbags and clay.

Under Phase 1, the MNDNR FDR Grant Assistance Program provided funding to construct levees around the cities of Hendrum and Perley. However, Phase 1 did not include any adjustment to the roadway elevations that pass through the cities. As a result, the cities are still susceptible to flooding (for events less than the 100- year) through these openings thereby requiring emergency closures in these locations. The closures have been required five times since 1997. The installation of these emergency closures results in added costs for flood fighting, extended transportation closures, costly damage to the existing roadways, and public safety concerns for the traveling public.



Phase 2 will be a cooperative project between the Cities of Hendrum and Perley, Norman County, MNDOT, and the Wild Rice Watershed District to provide grades raise and eliminate the emergency closure needs. Design and R/W acquisition will be completed in 2018-2019, and construction will begin in 2019 in Hendrum. Construction in Perley is funding dependent but could begin as early as 2021.

Flood Control Benefits (Phase 2)

- Complete Flood Protection Efforts for the two Communities
- Over 400 residents /175± households protected
- Eliminate future roadway damages and public safety concerns
- Cooperative effort with multiple funding sources - FDR Cost Share 50% or less

Project Cost (Combined for 2 communities): \$5M State \$1.25 / Non-state \$3.75M*

*Non- State based on 75% assumed MNDOT and County Cost-Share of Road Improvements

Status: • **Phase 1 Levee Construction Completed - Previously funded**
• **Phase 2 - R/W Acquisition, Final Design, and Construction**

	Prior Years	FY 2020 (7/19-6/20)	FY 2021 (7/20-6/21)	FY 2022 (7/21-6/22)	FY 2023 (7/22-6/23)
Funding	FDR \$4.800M WD \$ 0.140M	FDR \$0.625 WD \$1.875M* <small>*(Including DOT and County/City/WD/ RRWMB)</small>	FDR \$0.625 WD \$1.875M* <small>*(Including DOT and County/City/ WD/ RRWMB)</small>		
Project Status	Design/ Acquisition/ Construction Phase 1 Completed	Design, Right-of-way, and Construction (Ph. 2 Grade Raises - Hendrum)	Design, Right-of-way, and Construction (Ph. 2 Grade Raises - Perley)	Construction	Construction Completion

Key: DNR=Minnesota Department of Natural Resources; DOT= Minnesota Department of Transportation; FDR=Flood Damage Reduction Work Group; O=Other; RB=Red River Watershed Management Board; WD=Watershed District.

Partners: Cooperative Project between Cities of Hendrum and Perley, Norman County, WRWD, Minnesota Department of Transportation, and State of Minnesota Flood Damage Reduction Program

January 9, 2019 – Hendrum: The request for funding assistance which was presented to the RRWMB will be reviewed by the TAC and return to the RRWMB for discussion. MNDOT has submitted 60% construction plans and is expected to return 100% plans later in the month. Manager Johannsen asked if the City of Hendrum should file an additional appeal to FEMA regarding the flood plain mapping. Engineer Bents stated that they City currently could not file a technical appeal. Once the project plans are completed or the project is awarded the City could further explore the appeal process.

February 13, 2019 – Hendrum: 90% plans had been received from the DOT. The WRWD is completing plans for the NCHD road projects and they are also at 90% completion. Once plans are finalized, the County will solicit bids for the project. Road raise efforts should be completed by the end of the year.

March 13, 2019 – DOT plans are close to being complete with bid letting expected this spring. The County plans are being finalized with construction to be completed this season.

April 10, 2019 – The Board approved resolution for a cooperative agreement with the DOT as presented and read by roll call vote with Manager Johannsen abstaining.

May 8, 2019 – Bid letting for the Hendrum County Road 25 & 106 grade raise project is anticipated to occur on June 3rd.

June 12, 2019 – The Hendrum project bids were lower than anticipated but the flood control aspects of it were higher. The MNDOT project through Hendrum saw bids being higher than anticipated, with the flood control aspects being lower than projected. State bonding was not assigned this year.

July 17, 2019 – TH75 work in Hendrum had begun and it is anticipated that County work will begin in the coming week or two. A cost share agreement presented by Norman County for work completed in the City of Hendrum was approved as presented with Manager Johannsen abstaining.

August 14, 2019 – Manager Johannsen provided an update of the construction progress in Hendrum. A request for funding assistance for County Road raises from the State of Minnesota was approved with Manager Johannsen abstaining. Pipes were televised through Hendrum and Perley. Reports and findings from each of them were distributed. The findings will be forwarded to USACOE seeking concurrence on recommendations of findings.

September 11, 2019 – An update of progress in Hendrum was given. *“Local Government Resolution for Flood Hazard Mitigation Grant Assistance”* for the City of Hendrum was approved by roll call vote and is on file at the District Office.

October 19, 2019 – FEMA documentation for the Hendrum LOMR was being completed. A conference call was completed to get documents gathered for the review. Construction plans will be submitted, and we are hoping they can be certified by the end of 2020.

November 20, 2019 – An update on the FEMA certification requirements that are being completed for Hendrum was given, as well as updated emergency action plan. It is anticipated that draft documents will be completed early next year.

December 11, 2019 – Lift station work will be completed in Hendrum when weather permits. The emergency action plan for Hendrum is being completed.

Goose Prairie Wildlife Management Area Enhancements

Proposers:

Wild Rice Watershed District and MNDNR

Description/Location:

The Wild Rice Watershed District and Minnesota Department of Natural Resources have been cooperatively working to develop a plan to **provide improved wildlife management operational capabilities and enhanced flood damage** reduction benefits at the Goose Prairie Wildlife Management Area (WMA). The WMA (491 acres) has long provided hunting options for forest game birds and waterfowl as well as wildlife viewing options for wetland and prairie wildlife. However, the WMA currently has no operable outlet and has undergone significant degradation in recent years due to high water levels. The proposed plan would install an operable outlet structure to allow for enhanced wildlife management capabilities, while also providing additional runoff retention capacity.



Project Benefits:

Wildlife Management	The project will allow for improved wildlife pool management and improve habitat for spring and fall migrating waterfowl, shorebirds, and related species by enhancing the diversity and composition of wetland plant communities and aquatic invertebrate populations.
Habitat Restoration	The establishment of an additional 119 acres of permanent vegetation buffer areas to the WMA to improve upland wildlife habitat.
Water Quality	Improve water clarity by providing a seasonal variation of water levels which will restore wetland plant communities and control rough fish numbers.
Flood Control	The project will provide approximately 1,500 ac-ft of retention in the headwater area of the South Branch of the Wild Rice River drainage basin. This will provide both local (<i>approximately an 80% local peak flow reduction</i>) as well as Red River flood damage reduction.

Project Cost: \$1,700,000 State (65%±) \$1,100,000 / Non-state (35%±) \$600,000

Status: EAW Review – Record of Decision Complete - \$600K LSOHC Approved

	Prior Years	FY 2020 (7/19-6/20)	FY 2021 (7/20-6/21)	FY 2022 (7/21-6/22)	FY 2023 (7/22-6/23)
Approvals		WD/DNR/COE/O			
Funding	LSOHC \$0.600M WD - \$200K* (Early Design and Concept Development) RRWMB - \$250K	FDR \$.500M (30%) WD - \$150K			
Project Status	Pre-design / EAW Design/Permitting/ Acquisition Options	Permitting/ Acquisition & Construction	Construction Completion		

Key: DNR=Minnesota DNR; FDR=Flood Damage Reduction Work Group; RB=Red River Watershed Management Board; WD=Wild Rice Watershed District.

Partners: Cooperative Project between MNDNR, Township, WRWD, RRWMB and State of Minnesota Flood Damage Reduction Program

January 9, 2019 – An update regarding conversations with landowners in the project area was given. The engineer's report for the project is currently being developed.

February 13, 2019 – The Engineer's Report for the project was distributed for interested parties to review. It will be sent to the DNR and BWSR for comments prior to a public hearing on the project being held. Highlighted areas contained within the report were reviewed for those in attendance. Clarification was provided on the timing of the hearing, if it would be held before the final funding sources were secured. It was indicated that a project could be ordered by the Board contingent on funding sources being secured. Staff was continuing to work on securing options for the flowage and construction right of way easements. The township met and requested that the culvert east of the Kjos property be increased from an 18" to a 24", the ditch be angled more where it meets the township road, and an agreement be in place that if the project causes damages to 115th or 120th avenues, the Watershed will pay for repairs. The Engineer's Report was approved as presented and authorized for transmittal to BWSR and DNR for comments. Attorney Hanson was authorized to prepare a petition for impounding water on a public ditch system, which would be made publicly available when completed. Staff was approved to prepare a step 2 submittal for the RRWMB funding and increase the funding request based off the project's STar value rating.

March 13, 2019 – Communication with landowners regarding easement options was ongoing. A few parties want their property staked for elevations so they can see where the right of way is on the landscape. We are waiting for comments from DNR and BWSR on the engineer's project plans. A petition to impound, reroute, or divert Clay County Ditch 18 system waters was approved as presented and is on file at the District Office. At the recommendation of Attorney Hanson, the Board clarified that the project Engineer is Houston Engineering.

April 10, 2019 – An update regarding communications with property owners was given. An updated step 2 funding request was sent to RRWMB for review. Staff met with DNR representatives regarding a funding request. Engineer's findings are currently being developed and discussion will be held regarding a public hearing for the project at the next board meeting. Board discussed project implementation options if one or two landowners choose not to sign options.

May 8, 2019 – The survey crew was anticipated to be on site the following afternoon to place stakes on the Paakh, Kjos, and Anderson properties as requested by the landowners, showing where easements on the property would be. The Engineer's Report for the petition to hold water on a legal ditch system had been completed and would be presented at the upcoming public hearing. Upon question, it was clarified that the Board's offer had been extended to Bergren and we are awaiting a response. It was the consensus of the Board that Staff continue to wait for communication back from Bergren.

June 12, 2019 – The RRWMB approved the increased step 2 request. A hearing for Project 45, Goose Prairie WMA and the Petition to hold water on a public drainage system was scheduled for Wednesday, August 14, 2019, 10:00 am at the District Office. Manager Erickson was opposed.

July 17, 2019 – A pre-permit meeting was to be held the following week. Status updates of ongoing communication with each of the landowners was given. The Board declined an offer made by Oberg. The Board authorized sending out a notice for hearing for Project 45 and a CCD18 hearing. The time for the hearings was previously approved at the June Regular Board meeting. They will occur simultaneously at 10:00 am on August 14 at the District Office.

August 14, 2019 – Those in attendance were informed of the purpose of the hearing, past actions, and path forward if ordered or approved, along with the project description, details, and anticipated

operation plan, as well as funding contributors. The hearing was opened for public comment. Questions asked included: Clarification of the re-route location of CD18, how far will water backup on the east side of the project, timing of stop log removal, and status of easement acquisitions. Engineer Bents provided answers to each of the questions presented. The Board approved Attorney Hanson to prepare an order for impounding water on and rerouting CD18 for approval at the September Meeting. Manager Erickson noted that he would like to see more of the easement negotiations figured out prior to the project being ordered. An overview of current easement options secured, and the status of ones being negotiated was given. A final resolution regarding the establishment of Project 45 was approved by roll call vote with all Managers voting in favor. A copy of the resolution is available at the district office upon submission of a data request. Chairman Holmvik closed the hearing at 10:43 am.

Manager Hanson recommended adding negotiations to the agenda for the September meeting. The Board will decide at that time if they want to discuss negotiations in an open meeting format or close the meeting. Joe Gerner, adjacent landowner, offered recommendation to adjacent landowners to be willing to work with the Watershed District regarding the easement acquisitions, noting that if so desired the Board could utilize eminent domain, so there is no need to drag out the process for years if a reasonable offer is being made.

The Board approved sending a letter requesting funding assistance for the Goose Prairie WMA to the DNR.

September 11, 2019 – Chairman and Secretary were authorized to sign the *Final Resolution Establishing Goose Prairie WMA Enhancement "Project #45" (Project #45)*. Resolution is on file at the District Office. Chairman and Secretary were authorized to sign *Order Modifying Clay County Ditch #18 (CD#18) to Allow the impounding, Rerouting, and Diversion of Water of CD #18*. Order is on file at the District Office. Staff will review the next steps for both documents with Attorney Hanson to ensure they are distributed accordingly.

Since the August hearing, plans and specifications have been worked on. A survey will be completed between the marsh and the pool to the east to ensure elevations are adequate. The DNR is working through wetland mitigation internally since the area is small and the District will not have to go through the formal mitigation process. Board authorized executing signed options for flowage easements. An overview of each of the landowners of property with flowage easements was given. The second offer from the Oberg party was presented requesting the District purchase the necessary acreage. The offer was denied, and staff was authorized to continue forward with the offer on the table to the party. An update was given regarding the Goose Prairie easement negotiations.

October 19, 2019 – Flowage easements are being executed on the parcels with signed option agreements. An overview of ongoing communications with the remaining property owners was given. The Final Order Establishing Goose Prairie WMA Enhancement Project #45 was approved through roll call vote with all Managers voting in favor. Discussion was held regarding the remaining parcels which need flowage easements and next steps in the process.

November 20, 2019 – It was determined to discuss the counteroffer in an open meeting setting. Oberg has requested that the Board make a counteroffer following the denied offer presented by them at the last meeting. The Board authorized remaining with the initial offer to Obergs. The District will have the property appraised if so desired and the offer will be contingent on what the returned appraisal is, removing the previous offer from the table. An update on the remaining parcels and the status of negotiations was given. Staff was authorized to extend the offer made to

Obergs to any other landowners if necessary. Erickson asked if a cost benefit ratio was developed for the project. Engineer Bents responded that the statement that the benefits exceed the cost does not require calculation or numbers under drainage law, rather it is a subjective decision made by the Board.

December 11, 2019 – Dave Stumbo, Kyle Bergren and Tom Bergren were in attendance regarding the project. A letter received from Kyle Bergren the day prior to the meeting was distributed. Kyle spoke regarding the negotiations and the request to trade property with the district. Manager Spaeth noted that it would be a good idea to obtain an updated appraisal on the parcel to determine if the offer is fair. Attorney Hanson agreed that it would be a good idea to obtain this information to make an informed decision. The Board directed staff to research tax assessed values of the Bergren property and the parcel being requested for trade to present at the January board meeting. Information regarding the offer will also be presented to Bergren again for consideration.

Lower Wild Rice Corridor Restoration and Setback Levees – Phase 1

Proposers

Wild Rice Watershed District

Description/Location: The overall proposed corridor restoration project extends along the Wild Rice River from just SE of Hendrum, MN to about six miles east of Ada, MN. The overall restoration corridor length is approximately 23 miles long. Within this reach of river, the adjacent existing levees would be set back to encompass the river's historic meander belt (about ½ mile wide). Oxbows that were cut off by the 1950s Corps' channelization project would be reconnected to the river channel. Flows above an approximate Two-year event would exceed bank full capacity and inundate the leveed floodway/riparian corridor similar to natural riverine behavior. This feature would restore form and function to the floodplain, increase natural habitat, and restore connectivity to segmented floodplain forest. Due to the overall size of the initiative, the project will be conducted in multiple phases over the next 10 – 15 years. Phase 1 of this project will include an approximately 5-mile reach of this corridor.



Project Benefits:

Flood Control The setback levees will be constructed to provide a minimum 10-year level of protection for adjacent property.

Water Quality The Wild Rice River is currently listed as impaired water for turbidity. In addition, to reducing bank erosion, the proposed project will improve water quality by allowing suspended sediment to continue through the system and reduce turbidity in the river.

Wildlife and Habitat: The establishment of the permanent vegetation corridor & restored river channel along 23 miles will improve wildlife habitat and provide enhanced connectivity along the river.

Steps: **Step 1 – Design Land Acquisition** – Locally Funded along with LSOHC and existing land programs
Step 2 – Corridor Vegetation and Setback Levee Construction – Future 2021-2024 Requests
Step 3 – Channel Rehabilitation – Future Funding from L-SOHC and Other Sources

Project Cost: \$8,000,000 State 75%± (\$6.0M) / Non-state 25%± (\$2.0M)

Status Phase 1: Acquisition is underway utilizing LSOHC funding and other applicable programs at an estimated \$10.7M in anticipated costs.

	Prior Years	FY 2019 (7/18-6/19)	FY 2020 (7/19-6/20)	FY 2021 (7/20-6/21)	FY 2022 (7/21-6/22)	FY 2023-2024 (7/23-6/24)
Funding	WD/RB & Mdt Wk Grp \$0.015M LSOHC \$2.270M	Mdt Wk \$0.015M	FDR \$0.15M WD/RB \$0.1M LSOHC \$2.27M O \$ 1.500M	FDR \$0.600M WD/RB \$0.100M LSOHC \$2.000M O \$1.200M	FDR \$2.25M WD/RB \$0.75M	FDR \$3.0M WD/RB \$1.0M
Project Status	Project Development; Assessment & Pre-Design	Pre-Design & Acquisition Continuation (Appraisals)	Design; Permitting; Acquisition	Acquisition; Corridor Vegetation; Construction	Acquisition; Corridor Vegetation; Construction	Acquisition; Corridor Vegetation; Phase 1 completion

Key: DNR=Minnesota DNR; FDR=Flood Damage Reduction Work Group; LSOHC = Lessard Sams Outdoor Heritage Council; O=Other; RB=Red River Watershed Management Board; WD=Wild Rice Watershed District.

Partners: Cooperative Project between MNDNR, WRWD, and State of Minnesota Flood Damage Reduction Program

January 9, 2019 – An Income Contract with the State of MN for reimbursement to BWSR for the RIM program was approved as presented.

February 13, 2019 – The Income Contract was signed by BWSR. Option papers have been received from Attorney Hanson's office and are being reviewed. A completed application has been received and we are working forward with interested parties at this time.

March 13, 2019 – Administrator Ruud and Engineer Bents went to St Paul and met with USACOE representatives to give them an overlook of the project and discuss details. USACOE staff felt that the project would fit a 1135 category which would cap the federal cost share. The district could seek to have it a specifically authorized project which would allow more federal funding, but it could be more difficult to acquire. USACOE legal staff is reviewing the easement documents. Once recommended language is returned, it would be returned to the board prior to submitting a request for project determination

April 10, 2019 – A teleconference with the USACOE was held regarding the project and more specific language to include in easement documents. An overview of the 1135 feasibility process and current goals of the corridor restoration. Board discussed the current voluntary easement options for landowners along the corridor. The Board authorized submitting an 1135 feasibility study request through USACOE. Manager Erickson was opposed. Discussion was held regarding large quantities of land being listed for sale and the opportunity for landowners to exchange flood prone land for land that is not as subject to flooding.

May 8, 2019 – A call with BWSR took place to discuss option language and supplemental easement information. It was clarified that as long as we are able to complete future corridor restorations the easement status and order of recording is not a concern. Both easements would be executed simultaneously and BWSR wants the RIM easement recorded first, which appears to be acceptable so long as it is subject to the WRWD easement on the property. As channel modifications occur down the road, old easements would be released. Staff was preparing to submit an application for additional LSOHC funding, which if awarded, could take 14 months until potential funds become available. It was noted, the easement opportunities along the corridor have not been advertised to landowners. Once easement language is finalized it will be advertised to applicable landowners. Funding for acquisition was clarified. LSOHC funding is used towards the RIM program, WRWD provides an additional 20% compensation which is funded through Red River Construction.

June 12, 2019 – An application for additional funding was submitted to LSOHC at the end of May. The total for all approved and applied for funding could allow for acquisition of up to 2,380 acres. A final discussion regarding option agreement language will be taking place soon. The current application for funding would provide adequate funding for approximately 1/3 of the total acquisition area.

July 17, 2019 – Administrator Ruud is working with Attorney Hanson to develop a final draft of the easement language to return to BWSR for review. We are hoping to receive an invitation to testify at the hearing for funding this fall.

August 14, 2019 – Administrator Ruud will be testifying before the council at the beginning of September for the latest funding request.

September 11, 2019 – Administrator Ruud testified before the LSOHC last week and the presentation went well. We should know in approximately another month or two if we are awarded

additional funding. Small language changes were required for the easement documents with BWSR. Two landowners are ready or near ready to work forward with program once documents are approved and ready.

October 9, 2019 – The LSOHC has approved 2.1 million of the 5.1 million request submitted. The accomplishment plan will be completed soon. Approval was received from BWSR on option language and a path forward will be discussed between staff following the Board meeting today.

November 20, 2019 – One option has been signed and another is anticipated to be signed soon. A copy of the letter mailed to property owners in the targeted reach was distributed for review.

December 11, 2019 – Two applications have been received totaling over 200 acres of easements. Interest from an additional party has been expressed and we are working on a quote.

Upper Reaches

October 9, 2019 – A request to do maintenance along the Wild Rice River east of Ada was received. Permitting and land acquisition will likely be required as a part of the repair process. We are looking at 2020 construction on the repairs requested.

November 20, 2019 – An overview of request to repair levee southeast of the City of Ada and repair options was provided. Further investigation will be done to evaluate repair options.

December 11, 2019 – A meeting with the party requesting the repairs will be held following today's meeting.

Project 25 – Norman County Ditch 38

May 8, 2019 – Township officials stated that sloughing is occurring along the township road adjacent to Project 25. They requested the WRWD would include the repairs in their list of FEMA damages. Discussion was held regarding the District's approach to similar situations in the past. It was determined that since the repairs are the responsibility of the road authority, they should be the ones that include the damages in their FEMA reporting. If it is considered for repairs the District might assist in loaning funding to the township until they can be repaid for repairs.

July 17, 2019 – Township representation asked for an appointment to discuss ditch repairs adjacent to NCD 38, but they were not in attendance. Staff summarized a discussion regarding the repairs and necessary engineering needs. It was determined that the township could hire HEI directly if they desired to have them complete project engineering for them and it would not need to be ran through WRWD.

Project 30 – Green Meadow

July 12, 2019 - Soil borings determined that the seepage at the Ramstorf property is due to adjacent soil composition concerns, not due to the Green Meadow Dam.

Project 31 – Hegne Cut-off

July 12, 2019 – Board approved purchasing an easement from Eugene Vik for project 31 spoil placement.

Rural Ring Dike Program

May 8, 2019 – Staff met with Hewson recently regarding the improvement to the existing dike. A meeting with Goldader would be scheduled for the following week.

June 12, 2019 – Initial cost estimates for the Hewson Ring Dike improvement were received and communication will occur with the landowner. The Goldader party withdrew their application due to the ring dike not being certified.

July 17, 2019 – An estimate and preliminary plan were developed for Hewson. The RRWMB approved a 25% cost share for the applicant and allocated state funding towards the improvements if Hewson decides to go forward. Two additional applications have been received and will be reviewed.

August 14, 2019 – We are waiting for the signed application and cost share from Hewson. A field review was completed for the Hanson request and an estimate is being prepared. Harless withdrew the application following a site visit.

September 11, 2019 – Quotes for the Hewson ring dike will be returned next week. A preliminary plan will be put together for the Hanson ring dike. Buerkley will communicate with the landowner to get a verbal commitment for the project before bringing it for consideration to the RRWMB for funding.

October 9, 2019 – The Hewson ring dike was awarded to Northern States Excavating and the completion date is June 2020. A preliminary estimate was developed for Hanson and provided to the applicant. We would seek funding assistance from the RRWMB once the landowner cost share is submitted.

November 20, 2019 – The Board extend the Hewson Ring Dike construction contract to a June 30th completion date. The District requested funding for the Hanson ring dike application, and it was recently approved by the RRWMB.

December 11, 2019 – Plans for the Hanson ring dike are being completed. It is anticipated that quotes will be advertised for in early spring with completion by June 30, 2020.

Hazard Mitigation Rural Acquisition Program

September 11, 2019 – Staff will seek Hazard mitigation funding for a buyout application recently received.

October 9, 2019 – FEMA acquisition funding was approved for 75% of the costs and we are completing the required application associated with the funding. The DNR has verbally committed 12.5% funding towards the buyout. The Board approved the property owner to fund 6.25% of the appraised value of the parcel and the watershed district will contribute the balance of the 12.5% of the total costs. The Board of Managers also authorized staff to request 12.5% funding assistance from the RRWMB for the property acquisition, noting that any contribution would alter the approved percentages.

November 20, 2019 – An offer from Welch on items that he would like to salvage from the property as well as a request to lease the property while his family owns the adjacent property for

maintenance and payment of taxes was presented. The Board agreed to items requested to be salvaged and giving Welch the option to lease the property for a term of \$100 annually plus property taxes for a limited amount of time, with options to renew. The buyout is still contingent on approval from HSEM.

December 11, 2019 – The counteroffer from Welch regarding the leasing of the proposed buyout property was presented. He requested a 5-year lease with the terms being \$100 for the term of the lease plus applicable property taxes annually. The Board approved leasing the property to Welch for a term of five years at the rate of \$100 for the term of the lease plus applicable annual property taxes.

NRCS RCPP

January 9, 2019 – Information has been reviewed and a meeting with Project Team manager committees for the Moccasin Creek and South Branch project areas will be held on the afternoon of February 6th. Manager Erickson presented questions regarding the amount spent. He was asked to direct specific questions to Tara for further processing after the Board meeting.

February 13, 2019 – Moccasin and South Branch Manager committees recently met. An overview of the discussion at each of the meetings was presented. Each Manager committee came to a consensus to recommend continuing forward with studies in each of the project areas. Discussion was held regarding potential project implementation and actions Board members must consider taking to implement desired alternatives in the District. Soil testing reports in Green Meadow from Braun Intertec should be complete around March 1st and a hydraulics study would be complete later in the spring. Both studies would be reviewed to provide recommended enhancements to the existing dam if repairs are warranted. The Board asked Staff to consult with Keith Weston to determine what process needs to be followed to request an extension on the current agreements.

March 13, 2019 – An update was given regarding the three project areas and study work being completed in each of them. More information regarding the Green Meadow Dam is expected to be ready for Board review in April. In South Branch, determining the value of ridge stabilization would determine the likely hood of upstream on channel retention. Discussion with the DNR regarding defining the Moccasin Creek channel is ongoing.

April 10, 2019 – A request to extend the deadline was submitted to NRCS staff. Updates on each of the sub watersheds were given. Outlet survey will be done in Moccasin Creek when weather allows. A meeting will be held with DNR to discuss on channel retention in the South Branch above the ridge in an effort to reduce erosion through the ridge area. Soil studies have been completed in Green Meadow. Further analysis during a high-water event is necessary to determine potential seepage. The hydraulic report determined that the dam does not meet current hydraulic standards, the outlet pipe size would need to be increased or the capacity/storage size would need to increase to meet current standards. Discussion continues with a landowner regarding soil studies on property adjacent to the dam.

May 8, 2019 – Staff met with the owner of the property which is waiting to be surveyed for potential calcareous fen in the Green Meadow Sub watershed. A channel survey is anticipated to be

completed the week of May 20-24 in the Moccasin Creek Sub watershed. A meeting with the DNR regarding South Branch channel restoration and repairs was held and they requested a series of historic profiles prior to a follow up meeting occurring later in the month.

June 12, 2019 – Manager Erickson asked what the Moccasin Creek survey returned. Approximately 1/3 of it was completed and the water was too high to finish the rest. It will be done when the water levels recede. A ground tour of the South Branch was conducted to better determine what is occurring throughout the area. A letter requesting an extension of the grants has been submitted. Minor language changes are being made and it will be resubmitted, as necessary.

July 17, 2019 – An overview of all three project areas was given, adding that a one-year extension of the grant was approved. Various options going forward for each of the project areas were presented. The Board approved reviewing channel stabilization alternatives and multiple costs for the South Branch RCPP project area. Chairman Holmvik and Manager Johannsen were opposed. The Board authorized developing a locally supported and permittable plan including channel survey, upstream retention options both on and off stream and future potential drainage project improvements for the Moccasin Creek RCPP project area. The board authorized developing a locally supported and permittable plan including addressing dam deficiencies and evaluate additional alternatives to provide enhanced benefits downstream for the Green Meadow RCPP project area.

August 14, 2019 – A path forward for each of the project areas was determined at the previous meeting. A channel survey was recently completed in the Moccasin Creek sub watershed. Contact will be made with the DNR to look at a potential cleanout near 113. Impoundment options on the south end of the channel are being reviewed as well.

September 11, 2019 – An update regarding the status of all three RCPP locations was given. Preliminary hydraulic evaluations of six alternatives have been completed in the Green Meadow sub watershed and will be presented for consideration at the October Board meeting. Cost estimating has begun, and work will be completed in the future regarding developing a locally supported/permittable plan. A field survey of the channel profiles was completed, and the plan profile sheets were completed for the Moccasin Creek sub watershed. A follow-up verification survey of some points will be completed to review discrepancies. A coordination meeting with DNR staff will be held following the verification to discuss the findings and find a permittable path forward. The South Branch sub watershed recently saw a field visit with HEI and DNR staff to identify reference reach and required survey locations. The channel has been surveyed for channel geomorphology analysis. Next steps including bankfull design discharge, channel survey for evolution and initial recommendations to add stability through beach ridge will be reviewed soon and a coordination meeting with DNR geomorphic staff in the first part of October to review preliminary findings.

October 9, 2019 – The preliminary evaluation at Green Meadow has been completed and it will be reviewed as staff to bring to the Board Committee in the coming month. The project team could potentially be brought back to review the information after the first of the year. Discussion was held regarding the development of the BCA using a previous study in the same sub watershed.

A summary was provided on the Moccasin Creek sub watershed, overviewing two different approaches reviewed. One looking at channel improvements and a survey, the other reviewing upstream storage options. Manager Erickson asked if the land within the storage area could be tilled for farming or if it needed to be grassed. Administrator Ruud responded that a meeting will be held with the DNR regarding the options but currently it would be in permanent vegetation.

Field surveys in the South Branch sub watershed are ongoing and more will be completed prior to the next meeting. Staff will meet with DNR regarding the findings once the information is gathered.

November 20, 2019 – A presentation was given for the Green Meadow, Moccasin, and South Branch RCPP areas detailing the current status and path forward for each of the study areas.

December 11, 2019 – Staff is meeting with the DNR to discuss early concepts for the South Branch project area. Landowners in the Moccasin and Green Meadow areas will be contacted in an attempt to schedule an informational meeting with the desire to gain permission to complete geotechnical surveys.

One Watershed One Plan

January 9, 2019 – A Steering committee meeting was held in December. The Steering and Policy committees will meet on February 6th.

February 13, 2019 – A Memorandum of Agreement was approved as distributed. Manager Spaeth was named as the alternate to the Policy committee, serving in Manager Harless' absence. Board members were asked to return recommendations on landowners to serve on the Advisory Committee. Steering and Policy Committee meetings would be held on March 6th at the District Office.

March 13, 2019 – Steering and policy committee meetings were held on March 6th. Joan Lee will serve as the Chair of the policy committee. Grant documents are being submitted to BWSR for approval. The 60-day notice materials will be published and mailed to stakeholders in the coming week.

April 10, 2019 – The steering committee met again in April and will meet at the beginning of May in preparation of the June Advisory informational kickoff meeting for those who are interested in serving on the advisory committee. The Advisory Committee will be named by the Policy Committee following the June kickoff.

May 8, 2019 – The steering committee met yesterday in Twin Valley to discuss information. An advisory committee open house will be held June 12th in Ada. Other upcoming meetings include a Policy and Advisory committee meeting on June 24th and the Public open house on July 25th.

June 12, 2019 – An Informational Advisory Committee Meeting was to be held beginning at noon today.

July 17, 2019 – A public kickoff open house was to be held the following week.

August 14, 2019 – The steering committee met the previous day and the policy and advisory committees will meet at the beginning of September.

September 11, 2019 – Policy and Advisory meetings were recently held. A conference call will be held next week for the Steering committee members in preparation for a meeting at the beginning of October to review draft goals. The Policy and Advisory committees will meet again at the beginning of November. Staff will include the Board in email communication of documents with 1W1P Policy and Advisory committees.

October 9, 2019 – A one-page overview of the status of the process was presented. The Board was informed that the next meetings will be held November 6th.

November 20, 2019 – Policy and Advisory meeting had recently been held. The process is moving along very smooth and according to the timeline set. An overview of the goals was presented. The next Policy and Advisory meeting will be held January 27th. The steering committee will meet periodically prior to this to prepare documents.

December 11, 2019 – We are currently working on the implementation plan. Once the plan is approved we will be eligible for 1.3 million in noncompetitive funding for project implementation. It is anticipated that the plan will be approved in the fall of 2020.

FEMA

June 12, 2019 – Staff is still waiting to hear if a presidential declaration will occur. A fair amount of the repairs have been made following the flood.

July 17, 2019 – Staff attended an applicant's briefing the previous week and we are in the process of entering necessary information into the database. Repairs and debris cleanup are currently about 80% completed.

August 4, 2019 – Repairs are near completed and we are currently waiting for a field review with FEMA officials. Staff is working through the grants portal and documentation process.

September 11, 2019 – An update regarding the status of the FEMA process was given. A preliminary conference call was recently held. A field visit will be conducted at the end of September. All information has been uploaded into the FEMA data portal and work is completed at all but three sites.

October 9, 2019 – Staff met with FEMA representatives recently. Quotes are being sought to repair flood damages to the Upper Reaches south of Ada. The Board approved entering into a contract for repairs if the lowest quote was within 25% of the engineer's estimate of \$35,000.

November 20, 2019 – The contract for Upper Reaches repair was awarded and work has been completed. We are waiting for more information on CD4 repairs. FEMA officials were on site and met with Jensen recently to go over documents.

December 11, 2019 – We are currently waiting to hear back on approval for funding of the Upper Reaches repairs (south of Ada, along Hwy 9) as well as the proposed work for Clay County Ditch 4.

MPCA – Watershed Restoration and Protection Strategies (WRAPS)

October 9, 2019 – An update regarding the WRAPS studies was provided. Draft TMDL reports have been submitted and are currently being reviewed by MPCA. Comments are expected in the near future and a full public review will take place later in the process. It is anticipated the studies should be completed in September 2020.

Permit Applications

For all permit application for **subsurface drain tile installations**, the watershed adopted the following standard conditions and recommendations:

- 1) Recommendation that the applicant contact and coordinate with the NRCS/SWCD offices to ensure approval/clearance regarding any potential wetland issues (and with the USFWS for installation of tile on any parcel that is under easement from the USFWS).
 - 2) Recommendation that the applicant obtain approval from the necessary road authorities (township, county, state...) for any work in the road R/W and the drainage authorities (county) for outlets to legal ditches not under WRWD Watershed jurisdiction.
 - 3) Approved with the condition that the applicant is responsible for adequate erosion control measures at the outlet of the tile system. This should include the installation of riprap or other protection measures at pump outlets. It will remain the responsibility of the applicant to maintain this protection as long as the tile is in place and operating.
 - 4) Approved with the condition that all gravity outlets be installed about (however not more than 2 feet above) the elevation of the original design gradeline of the receiving ditch or channel.
 - 5) Pumped Outlets Only – Approved with the condition that the pump(s) not be operated during freezing conditions and during times of downstream flooding, and that pumps and associated pipes will not be installed about ground and will block vehicle traffic on the R/W of ditch systems. Also, all disturbed areas in ditch R/W's will be restored and reseeded to preexisting conditions.
 - 6) Pump stations or other tile control structures, shall not be placed within the R/W of existing legal ditch systems or within a distance determined as follows (6 times the depth of the ditch, measured from top of spoil bank elevation to bottom of ditch from the field side bottom of the ditch), whichever is greater, unless otherwise approved in writing by the WRWD. For example, if the vertical depth measured from top of spoil bank elevation to the bottom of the ditch is 8 ft., the pump station shall not be located within 48 ft. from the field side bottom of the ditch, or within the existing R/W, whichever is greater.
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January 2019

Approved

- Norman County Highway Department, Sections 18 & 19, Shelly Twp. Permit #18-129 for roadway reconstruction and culvert changes with the condition that the 36" culvert and gate through the railway on the south side of CSAH 3 is either replaced with another culvert with a gate on the west side or that the existing culvert is removed and replaced with a dry crossing.

Tabled

- Richard Balstad, Section 3, Gregory Twp. Permit #18-090 to install a culvert pending previously requested information from the applicant.
- Perry Ellingson, Section 36, Hendrum Twp. Permit #18-092 to install a culvert previously requested information from the applicant.
- Verdell Olson, Section 7, Sundal Twp. Permit #18-128 to install subsurface drain tile previously requested information from the applicant.
- MNDOT, Sections 19 & 30, Hendrum Twp. Permit #19-001 for reconstruction of urban and rural sections of TH 75 including culvert replacements and changes to notice the City of Hendrum and adjacent property owners outside of the city.

- MNDOT, Section 19 & 30, Halstad Twp. Permit #19-002 for reconstruction of urban and rural sections of TH 75 including culvert replacements and changes to notice the City of Halstad and adjacent property owners outside of the city.

Denied

- Randy Green, Section 8, Green Meadow Twp. Permit #18-131 to install subsurface drain tile and recommend the applicant provide an alternative plan for an outlet that utilizes the existing gravity pipes through the levees.

Returned/Withdrawn

- Allen Haaland, Section 19, Strand Twp. Permit #18-123 to construct a field approach and access road with an 18" culvert was withdrawn by the applicant prior to the meeting.

February 2019

Approved

- Verdell Olson, Section 7, Sundal Twp. Permit #18-128 to install subsurface drain tile pending a staff review and acceptance of the tile plan information provided during the meeting.
- MNDOT, Sections 19 & 30, Hendrum Twp. Permit #19-001 to reconstruct urban and rural sections of TH 75 including culvert replacements and changes with the condition that the final plans be provided and amendment to the permit be requested if any changes to the drainage patterns are made between the 90% and 100% plans, also with the condition that the new centerline pipe proposed north of CR25 is modified to drain to the west instead of east. Manager Johannsen abstained.
- MNDOT, Section 19 & 30, Halstad Twp. Permit #19-002 to reconstruct urban and rural sections of TH 75 including culvert replacements and changes with the condition that the final plans be provided and amendment to the permit be requested if any changes to the drainage patterns are made between the 90% and 100% plans.
- CMGB Farms, Section 33, Strand Twp. Permit #19-003 to install subsurface drain tile with standard tile conditions.
- Brandon Ruud, Section 10, Flom Twp. Permit #19-005 to install subsurface drain tile with standard tile conditions.
- Jerry Matter, Section 7, Spring Creek Twp., Becker County. Permit #19-006 to construct a new ditch on the property line, eliminate swales in the fields, with the condition that both landowners on the north and south sides of the new ditch have signed the permit application.
- Skaurud Grain Farms, Section 32, Waukon Twp. Permit #19-007 to install subsurface drain tile with standard tile conditions and with the condition that the applicant get written approval from the Drainage Authority (Norman County) for installing tile across Norman County Ditch 7 right-of-way.

Tabled

- Richard Balstad, Section 3, Gregory Twp. Permit #18-090 to install a culvert pending previously requested information from the applicant.
 - CMGB Farms, Section 13, Pleasant View Twp. Permit #19-004 to install subsurface drain tile pending a field review.
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March 2019

Approved

- Broden Farms, Section 11, Sundal Twp. Permit #19-008 to install subsurface drain tile with standard tile conditions.
- Broden Farms, Section 16, Sundal Twp. Permit #19-009 to install subsurface drain tile with standard tile conditions.
- Broden Farms, Section 15, Sundal Twp. Permit #19-010 to install subsurface drain tile with standard tile conditions.
- Becker County Highway Department, Sections 18 & 19, Walworth Twp. Permit #19-011 to replace a bridge with a box culvert.

Tabled

- Verdell Olson, Section 7, Sundal Twp. Permit #18-128 to install subsurface drain tile pending a field review of the outlet location and project features on WRWD property.
- CMGB Farms, Section 13, Pleasant View Twp. Permit #19-004 to install subsurface drain tile pending a field review.
- CMGB Farms, Section 34, Spring Creek Twp. Permit #19-012 to install subsurface drain tile to notice the road authority adjacent to the south section of tile based on the revised tile plan.

Returned

- Richard Balstad, Section 3, Gregory Twp. Permit #18-090 was withdrawn by the applicant.
-

April 2019

Approved

- Arvig Enterprises, Many Sections and Townships. Permit #17-092 to bury fiber optic cable in public ROW with the condition that the utility line is installed a minimum of 30" below any ditch channel bottoms, the applicant is responsible for adequate erosion control measures during construction, and if a Watershed District project or other legal ditch project is hereafter initiated, repaired or improved over permitted utility, the owner of said utility shall be responsible for the cost of moving or deepening the utility if the Watershed District deems it necessary for the construction of the repair, improvement or initiation of the project.
- Verdell Olson, Section 7, Sundal Twp. Permit #18-128 to install subsurface drain tile with standard tile conditions and the condition that the tile outlet be on the Verdell Olson property, not the WRWD adjacent property.

- CMGB Farms, Section 13, Pleasant View Twp. Permit #19-004 to install subsurface drain tile with standard tile conditions.
- Norman County Highway Department, Several Sections, Waukon, and Bear Bark Townships. Permit #19-013 for bituminous mill and overlay with culvert replacements.
- Norman County Highway Department, Several Sections, Flom Twp. Permit #19-014 for bituminous mill and overlay with culvert replacements with the condition that the roadway elevation is not changed from the preproject condition within the 100-year floodplain.
- Clearwater County Highway Department. Permit #19-015 to replace a steel arch pipe with a RC box culvert.
- Clement Erickson, Section 29, Lake Ida Twp. Permit #19-017 to install subsurface drain tile with standard tile conditions.
- Norman County Highway Department, Sections 19, 30, 24, and 25W, Hendrum Twp. Permit #19-019 for roadway grade raises for overland flood protection elements in the City of Hendrum. Manager Johannsen abstained.
- Norman County Highway Department, Section 17, McDonaldville Twp. Permit #19-020 for roadway paving and expansion of existing storm ponds with the condition that the applicant comply with necessary city requirements for work being completed in the floodplain and floodway.
- Zurn Farm, Section 36, Atlanta Twp. Permit #19-021 to install a water and sediment basin project with standard tile conditions.
- Adam McCollum, Section 27, Spring Creek Twp., Becker County. Permit #19-023 to install a water and sediment basin project.
- Vance Jirava, Section 27, Spring Creek Twp., Becker County. Permit #19-025 to install a water and sediment basin project.

Tabled

- Duane Erickson, Section 23, Walworth Twp. Permit #19-018 to install subsurface drain tile to notify landowners further downstream of the proposed work due to the water flowing through tilled ditchways (additional 2 ½ miles downstream to South Branch). Attorney Hanson recommended the applicant complete portions of the application that were not previously filled in as noted by those in attendance. Manager Erickson was seated in the audience.
- Robert Haverkamp, Section 3, Lake Grove Twp. Permit #19-022 to request the applicant provide written approval from the Mahnommen County SWCD regarding WCA compliance.
- Ducks Unlimited, Section 27, Goose Prairie Twp. Permit #19-024 to construct ditch plugs and excavate existing wetland areas to notice adjacent property owners, township, road authority, and authorize staff to meet with applicant regarding project.

Returned

- CMGB Farms, Section 34, Spring Creek Twp., Norman County. Permit #19-012 was withdrawn by the applicant prior to the meeting.

May 2019

Approved

- Robert Haverkamp, Section 3, Lake Grove Twp. Permit #19-022 to install subsurface drain tile with standard tile conditions and the condition that the applicant use nonperforated tile in noncropped wetland areas per the Mahnomen SWCD recommendation.
- Ducks Unlimited, Section 27, Goose Prairie Twp. Permit #19-024 to construct ditch plugs and excavate existing wetland areas with the condition that the excavation is not done in the roadway right-of-way without written permission from the road authority.
- Doug Kramer, Section 29, Chief Twp. Permit #19-027 to install water and sediment control basins with standard tile conditions.
- Dan McNamee, Section 28, Beaulieu Twp. Permit #19-028 to install water and sediment control basins with standard tile conditions.
- Corey Jacobson, Section 10, McDonaldsville Twp. Permit #19-029 to install subsurface drain tile with standard tile conditions.
- Corey Jacobson, Section 18, Halstad Twp. Permit #19-030 to install subsurface drain tile with standard tile conditions.
- Roger Kurpis, Section 28, Lockhart Twp. Permit #19-032 to remove a field approach with a 36" culvert and install the culvert in Section 22. Approved the removal of the approach with the condition that the reinstallation of the 36" culvert will require a separate permit application.
- Skaurud Grain Farms, Section 16, Green Meadow Twp. Permit #19-033 to install subsurface drain tile with standard tile conditions.
- Doug Kettner, Sections 16 & 17, Pembina Twp. Permit #19-034 to install grade stabilization structures.
- City of Ada, Section 9, McDonaldsville Twp. Permit #19-036 to construct roadways, paving, curb and gutter, and storm sewer.
- Loren Eken, Section 30, Wild Rice Twp. Permit #19-037 to install a new driveway approach with an 18" culvert.
- Gary Schlick, Section 32, Chief Twp. Permit #19-039 to install grade stabilization structures.
- Van Den Einde Farms, Sections 20, 30, 31, Marsh Creek Twp. Permit #19-040 to install water and sediment control basins, grade stabilization structures and side inlet structures with the condition that the applicant get approval from Mahnomen County (Drainage Authority) for work in the right-of-way in Ditch 55 and Ditch 91 & 91A.
- David Visser, Section 14, Gregory Twp. Permit #19-041 to install water and sediment control basins and grade stabilization structures with standard tile conditions and the condition that the applicant get approval from Mahnomen County (Drainage Authority) for work in the right-of-way in Ditch 91 & 91A.
- Kevin Quick, Section 33, Rockwell Twp. Permit #19-044 to install a field approach with a 24" culvert and clean and level the road ditch (Norman County Ditch 37). Approved the installation of the field approach with the condition that the applicant contact the WRWD prior to installation to allow WRWD staff to set the elevation of the culvert per the NC Ditch 37 grade. Also, the ditch cleaning and leveling is not approved. The landowner is requested to fill out a WRWD maintenance request for any requested ditch maintenance.
- Ben Kettner, Section 36, Waukon Twp. Permit #19-045 to install side inlet structures with the condition that the applicant get approval from the Drainage Authority (Norman County) for work in the ditch right-of-way.

- Fred Specht, Section 31, Pembina Twp. Permit #19-046 to install water and sediment control basins with standard tile conditions.
- Peter Scheff, Sections 15-16, Beaulieu Twp. Permit #19-047 to install water and sediment control basins with standard tile conditions.
- Ordell McCollum, Section 14, Gregory Twp. Permit #19-048 to install side inlet structures with the condition that the applicant get approval from the Drainage Authority (Mahnomen County) for work in the ditch right-of-way.
- Corey Hoseth, Section 1, Flom Twp. Permit #19-050 to install water and sediment control basins with standard tile conditions.
- Fevig Oil Company, Section 28, Hagen Twp. Permit #19-051 to install subsurface drain tile with standard tile conditions.
- Doug McNamee, Section 4, LaGarde Twp. Permit #19-052 to install water and sediment control basins and grade stabilization structures with standard tile conditions.
- Kevin Anderson, Section 19, McDonaldsville Twp. Permit #19-053 to install a field approach and culvert with a flap gate on the east side.
- Robert Klemetson, Section 13, Walworth Twp. Permit #19-056 to remove a field approach and culvert.

Tabled

- David Eiyneck, Section 16, Pembina Twp. Permit #19-026 to install water and sediment control basins pending applicant providing information showing the 100-year flood pool of the basins due to potential impacts to adjacent properties. Manager Erickson opposed.
- Good Hope Township, Sections 4 & 5, Good Hope Twp. Permit # 19-035 to lower the inlet (standpipe) on a 36" centerline culvert by two feet pending additional staff review of elevations from LiDAR and review of Project No. 5 upstream to investigate breakout locations.
- Haugo Brothers, Section 16, Lake Grove Twp. Permit #19-038 to install water and sediment control basins to notice section 16 of Lake Grove Township and the road authority (Mahnomen County).
- Skaurud Grain Farms, Section 12, Waukon Twp. Permit #19-042 to install subsurface drain tile and request that the applicant provide written approval from the Drainage Authority (Norman County) to drain the W1/2 of the NW1/4 of Section 12 into Norman County Ditch 8.
- Skaurud Grain Farms, Sections 27, 28 and 33, Waukon Twp. Permit #19-043 to remove and install field approaches to notice the W1/2 of Section 2 and the E1/2 of Section 28 and the E1/2 of Section 33 of Waukon Township.
- Steve Hlubek, Section 20, Marsh Creek Twp. Permit #19-049 to install water and sediment control basins to notice the SW1/4 of Section 20 of Marsh Creek Township and the road authority (Mahnomen County).
- Aaron Broden, Section 1, Lockhart Twp. Permit #19-054 to install subsurface drain tile pending a field review.
- Aaron Broden, Section 35, Reis Twp. Permit #19-055 to install subsurface drain tile pending a field review.
- Pat Noll, Section 19, Pembina Twp. Permit #19-057 to install subsurface drain tile pending a field review.
- Pat Noll, Section 32, Marsh Creek Twp. Permit #19-058 to install subsurface drain tile pending a field review.

- Pat Noll, Section 34, Marsh Creek Twp. Permit #19-059 to install subsurface drain tile pending a field review.

Denied

- Roger Kurpis, Section 22, Lockhart Twp. Permit #19-031 to install a field approach with a 48" culvert based on potential impact to the upstream property owner.

Returned

- Duane Erickson, Section 23, Walworth Twp. Permit #19-018 to install subsurface drain tile was withdrawn by the applicant.

June 2019

Approved

- MNDOT, Sections 19 & 30, Hendrum Twp. Amended Permit #19-001 to reconstruct urban and rural sections of TH 75 including culvert replacements and changes. Manager Johannsen abstained.
- MNDOT, Section 19 & 30, Halstad Twp. Amended Permit #19-002 to reconstruct urban and rural sections of TH 75 including culvert replacements and changes.
- David Eiyneck, Section 16, Pembina Twp. Permit #19-026 to install water and sediment control basins pending the applicant providing landowner agreement from the upstream property owner to the east.
- Skaurud Grain Farms, Sections 27, 28, and 33, Waukon Twp. Permit #19-043 to remove and install field approaches.
- Aaron Broden, Section 1, Lockhart Twp. Permit #19-054 to install subsurface drain tile with standard tile conditions.
- Aaron Broden, Section 35, Reis Twp. Permit #19-055 to install subsurface drain tile with standard tile conditions.
- Pat Noll, Section 19, Pembina Twp. Permit #19-057 to install subsurface drain tile with standard tile conditions.
- Pat Noll, Section 32, Marsh Creek Twp. Permit #19-058 to install subsurface drain tile with standard tile conditions.
- Pat Noll, Section 34, Marsh Creek Twp. Permit #19-059 to install subsurface drain tile with standard tile conditions.
- Kevin Leiser, Section 31, Liberty Twp. Permit #19-061 to install subsurface drain tile with standard tile conditions.
- Habedank Farms, Section 13, Rockwell Twp. Permit #19-062 to install subsurface drain tile with standard tile conditions.
- David Visser, Section 3, Strand Twp. Permit #19-064 to remove a field approach with a 24" culvert and install two field approaches with 24" culverts.
- David Visser, Section 3, Strand Twp. Permit #19-065 to fill in an old ditch and construct a new ditch.
- Ryan Gilbertson, Section 25, McDonaldsville Twp. Permit #19-066 to install subsurface drain tile with standard tile conditions and the condition that the applicant get written approval from the MNDNR for any work within the MNDNR Protected Waters. Carried.

- NCHD, Bob Ramstad, Section 23, Anthony Twp. Permit #19-068 to replace culverts.
- Loyal Sip, Section 27, Pleasant View Twp. Permit #19-067 to install a field approach with an 18" culvert.
- Skaurud Grain Farms, Section 12, Popple Grove Twp. Permit #19-070 to install subsurface drain tile with standard tile conditions.

Tabled

- Good Hope Twp., Sections 4 & 5, Good Hope Twp. Permit #19-035 to lower the inlet (stand pipe) on a 36" centerline culvert by two feet to request that the applicant provide a survey showing the road profile for the roadway between sections 4 and 5 of Good Hope Township and showing the top of the existing stand pipe.
- Haugo Brothers, Section 16, Lake Grove Twp. Permit #19-038 to install water and sediment control basins requesting the applicant provide the elevation at the drainage swale leading from basin 10 south to the property line or provide a landowner permission form.
- Skaurud Grain Farms, Section 12, Waukon Twp. Permit #19-042 to install subsurface drain tile pending applicant providing written approval from the Drainage Authority (NC) to drain the W1/2 of the NW1/4 of section 12 into NCD 8.
- Steve Hlubek, Section 20, Marsh Creek Twp. Permit #19-049 to install water and sediment control basins requesting the applicant provide the elevation of the drainage swales leading from basins 23 and 25 at the property line or road ROW, or provide a landowner permission form.
- Duane Erickson, Section 23, Walworth Twp. Permit #19-063 to install subsurface drain tile to allow time to discuss more with adjacent property owners. should file them with the District office prior to the July Board meeting for consideration. Manager Erickson was seated in the audience for the discussion.
- NCHD, Jonathan McGowan, Section 2, Anthony Twp. Permit #19-069 to replace a bridge to notice landowners one mile upstream and one mile downstream of the bridge. Carried with Manager Erickson opposed.

Denied

- Don Johnson, Section 20, Rockwell Twp., Section 24, Winchester Twp. Permit #19-060 to construct a dike and gate valve on a centerline culvert based on concerns for adjacent impacts and insufficient design data in the current application. Applicant is welcome to re-submit with appropriate design documentation. Motion carried with Manager Erickson opposed.

July 2019

Approved

- David Eiyneck, Section 16, Pembina Twp. Permit #19-026 to install water and sediment control basins.
- Good Hope Twp., Section 4-5, Good Hope Twp. Permit #19-035 to lower the inlet (standpipe) on a 36" centerline culvert by 2 feet.

- Haugo Brothers, Section 16, Lake Grove Twp. Permit #19-038 to install water and sediment control basins.
- Skaurud Grain Farms, Section 12, Waukon Twp. Permit #19-042 to install subsurface drain tile with standard tile conditions.
- Steve Hlubek, Section 20, Marsh Creek Twp. Permit #19-049 to install water and sediment control basins.
- Duane Erickson, Section 23, Walworth Twp. Permit #19-063 to install subsurface drain tile with standard tile conditions and the condition that drainage tiles are not installed within 200 feet of the property line with the USFWS without written approval of the USFWS, and with the condition that any ditch improvement work is not covered with this application and must be authorized with a separate permit. Manager Johannsen opposed. Manager Erickson seated in the audience.
- Greg Zillmer, Section 13, Hagen Twp. Permit #19-072 to install subsurface drain tile with standard tile conditions.
- 21. Greg Zillmer, Section 14, Hagen Twp. Permit #19-073 to install subsurface drain tile with standard tile conditions.
- Rod Olson, Sections 19 & 30, Anthony Twp. Permit #19-075 to install subsurface drain tile with standard tile conditions.
- Rod Olson, Section 28, Anthony Twp. Permit #19-076 to install subsurface drain tile and a new driveway with standard tile conditions.
- Dirk Swanson, Section 13 West, Lee Twp. Permit #19-078 to install subsurface drain tile with standard tile conditions.
- Jeffrey Halland, Section 18, Marsh Creek. Permit #19-079 to install two side inlet structures with the condition that the applicant get approval from the drainage authority (Mahnomen County) for work done in the ROW of JD 55.
- Ed Scherping, Section 27, Pembina Twp. Permit #19-080 to install a field crossing with a 24" culvert.
- Skaurud Grain Farms, Section 24, Lake Ida Twp. Permit #19-081 to install subsurface drain tile with standard tile conditions.
- Glen Brandt, Section 21, Green Meadow Twp. Permit #19-082 to install subsurface drain tile with standard tile conditions.
- Jerred Jirava, Section 18, Beaulieu Twp. Permit #19-083 to install water and sediment control basins.
- Robert Brandt, Section 17, McDonaldsville Twp. Permit #19-084 to install subsurface drain tile with standard tile conditions.
- Black Bell Farms, Section 19, Wild Rice Twp. Permit #19-086 to install subsurface drain tile with standard tile conditions.
- John Austinson, Section 32, Spring Creek Twp., Becker County. Permit #19-090 to install subsurface drain tile with standard tile conditions.
- John Austinson, Section 5, Riceville Twp. Permit #19-091 to install subsurface drain tile with standard tile conditions.
- NCHD, Section 2, Anthony Twp. Permit #19-092 to replace a bridge with a temporary crossing with the condition that the temporary pipes be installed at a flowline of 875.5 instead of 876 based on the recent survey and soil borings to determine channel grade.

Tabled

- NCHD, Section 2, Anthony Twp. Permit #19-069 to replace a bridge pending information regarding project alternatives regarding a bridge instead of a box culvert. Manager Hanson opposed.
 - Greg Zillmer, Section 9, Hagen Twp. Permit #19-071 to install subsurface drain tile and request the applicant provide written approval from the Clay County SWCD regarding potential wetland impacts.
 - Joe Miller, Section 24, Popple Grove Twp. Permit #19-077 to install a new 24" culvert and request that the applicant provide a building permit or other approval from the City of Waubun.
 - Black Bell Farms, Section 9, Home Lake Twp. Permit #19-085 to install subsurface drain tile to notice the W1/2 of Section 9 of Home Lake Twp. and the N1/2 of Section 8 of Home Lake Twp.
 - Greg Zillmer, Section 3, Hagen Twp. Permit #19-087 to install subsurface drain tile to notice the N1/2 of Section 4 of Hagen Twp. and the S1/2 of Section 33 of Rockwell Twp.
 - Greg Zillmer, Section 3, Hagen Twp. Permit #19-088 to construct a new ditch along the north end of the section and add a new centerline culvert to notice the N1/2 of Section 4 of Hagen Twp. and the S1/2 of Section 33 and the S1/2 of Section 34 of Rockwell Twp. Also request that the applicant provide the ditch grade and location adjacent to the dam located in the SW1/4SW1/4 of Section 34 and the applicant provide written approval for the project from the Clay SWCD regarding potential wetland impacts.
 - Chris Erickson, Section 22, Flom Twp. Permit #19-089 to install subsurface drain tile to notice the N1/2 of Section 22 of Flom Twp.
 - Peter Domogalla, Section 11, Marsh Creek Twp. Permit #19-093 to construct a berm and ditch near the property line to divert overland runoff and request additional details regarding the ditch grade and details to connection to road ditch on the north end of the berm.
 - Rudy Braseth, Section 18, Ulen Twp. Permit #19-094 to install subsurface drain tile to notice the E1/2 of Section 18 of Ulen Twp.
 - Danny Moore, Section 22, Walworth Twp. Permit #19-095 to construct a berm to control runoff and prevent erosion pending a field review.
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August 2019

Approved

- Norman County Highway Department, Section 2, Anthony Twp. Permit #19-069 to replace a bridge with the condition that the center pipe be installed at a flowline of 875.2 instead of 876.0 as proposed.
- Greg Zillmer, Section 9, Hagen Twp. Permit #19-071 to install subsurface drain tile with standard tile conditions and the condition that the applicant provide written approval from the Clay County SWCD regarding potential wetland impacts and plan be modified to comply with any setback or other limitations imposed as part of that wetland review.
- Chris Erickson, Section 22, Flom Twp. Permit #19-089 to install subsurface drain tile with standard tile conditions and the condition that the applicant get written approval from the downstream landowners (NE1/4 and N1/2NW1/4 of Section 22 Flom Twp.). Also, the

approval would allow for extension of a new tile line to the north end of section 22 with written approval from any property owner over which it would cross.

- Rudy Braseth, Section 18, Ulen Twp. Permit #19-094 to install subsurface drain tile with standard tile conditions.
- Dean Spaeth, Section 25, Marsh Creek Twp. Permit #19-096 to construct a new driveway with a 15" culvert. Manager Spaeth was seated in the audience.
- Skaurud Grain Farms, Sections 9, 10, and 3, Popple Grove Twp. Permit #19-098 to install subsurface drain tile with standard tile conditions.
- Mark Habedank, Section 34, Waukon Twp. Permit #19-100 to remove an existing field approach with an 18" culvert and install a new field approach with an 18" culvert.
- Mark Habedank, Section 35, Green Meadow Twp. Permit #19-101 to remove an existing field approach with an 18" culvert and install a new field approach with an 18" culvert.
- Danny Moore, Section 22, Walworth Twp. Permit #19-104 to replace two 24" culverts in a field approach with an equivalent arch pipe (43 x 27).
- Avery Sirjord, Section 17, Marsh Creek Twp. Permit #19-105 to install a grade stabilization project.

Tabled

- Joe Miller, Section 24, Popple Grove Twp. Permit #19-077 to install a new 24" culvert pending approval from the City of Waubun.
- Black Bell Farms, Section 9, Home Lake Twp. Permit #19-085 to install subsurface drain tile with standard tile conditions and with the condition that the applicant clean the ditch to grade along the west side of the Charlotte Bates property.
- Greg Zillmer, Section 3, Hagen Twp. Permit #19-087 to install subsurface drain tile pending a review of downstream flooding concerns in both Section 4 and 5.
- Greg Zillmer, Section 3, Hagen Twp. Permit #19-088 to construct a new ditch along the north end of the section and add a new centerline culvert pending the ditch grade and location adjacent to the dam located in the SW1/4SW1/4 of Section 34 and that the applicant provide written approval for the project from the Clay SWCD regarding potential wetland impacts.
- Peter Domogalla, Section 11, Marsh Creek Twp. Permit #19-093 to construct a berm and ditch near the property line to divert overland runoff pending additional details regarding the ditch grade and details to connection to road ditch on the north end of the berm.
- Brad Arends, Section 12, Hagen Twp. Permit #19-097 to install subsurface drain tile to request that the applicant provide written approval from the Clay County SWCD regarding potential wetland impacts.
- Mark Habedank, Section 21, Waukon Twp. Permit #19-099 to install subsurface drain tile and request that the applicant provide written approval from the Norman County SWCD regarding potential wetland impacts.
- Robert Brandt, Section 15, Lake Ida Twp. Permit #19-102 to install subsurface drain tile and notice the E1/2 of Section 15 or Lake Ida Twp.
- Mike Guttormson, Section 9, Viding Twp. Permit #19-103 to install a new 36" culvert with a flap gate to notice the NW1/4 of Section 16, the SE1/4 of Section 8 and the W1/2 of Section 9 of Viding Twp.
- William Chisholm, Section 35, Lockhart Twp. Permit #19-106 to install subsurface drain tile to notice the N1/2 of Section 35 and the S1/2 of Section 26 of Lockhart township. Carried.
- William Chisholm, Section 26, Lockhart Twp. Permit #19-107 to install subsurface drain tile to notice Section 25 of Lockhart township and request that the applicant acquire approval

from the Drainage Authority (WRWD) to drain the NE1/4 of Section 26 of Lockhart Township to NCD 18.

- Duane Erickson, Section 22, Walworth Twp. Permit #19-108 to reconstruct an existing berm to be lower in elevation than the adjacent roadway and extend the berm to the east to notice Walworth Township and the landowners in Section 22 of Walworth Twp. Manager Erickson was seated in the audience.

Returned

- Danny Moore, Section 22, Walworth Twp. Permit #19-095 to fill in low areas resulting from erosion that occurred during spring runoff due to no permit required for proposed work.

September 2019

Approved

- Robert Brandt, Section 15, Lake Ida Twp. Permit #19-102 to install subsurface drain tile with standard tile conditions.
- Mike Guttormson, Section 9, Viding Twp. Permit #19-103 to install a new field culvert with a flap gate.
- Duane Erickson, Section 22, Walworth Twp. Permit #19-108 to reconstruct an existing berm to be lower in elevation than the adjacent roadway and extend the berm to the east. Carried with Manager Erickson seated in the audience.
- William Chisholm, Section 35, Pleasant View Twp. Permit #19-109 to install a crossing with a 30" culvert.
- Nick Pederson, Section 20, Marsh Creek Twp. Permit #19-110 to construct two water and sediment control basins.
- Brian Stronstad, Section 4, Hagen Twp. Permit #19-111 to replace two 18" field approach culverts with culverts equal or greater than 18", but not to exceed 60".
- Bruce Tufte, Section 2, Mary Twp. Permit #19-112 to install a low water crossing with an 18" culvert with the condition that the crossing have an overflow section equal to the top of the 18" pipe with a minimum width of 20 feet.
- Jake Bitker, Section 21, Pleasant View Twp. Permit #19-113 to install subsurface drain tile with standard tile conditions.
- Wayne Brandt, Section 10, Pleasant View Twp. Permit #19-114 to install subsurface drain tile with standard tile conditions.
- John Brandt, Section 21, Green Meadow Twp. Permit #19-115 to install subsurface drain tile with standard tile conditions.
- Kevin Blaser, Section 34, Chief Twp. Permit #19-117 to install two grade stabilization structures.
- Greg Zillmer, Section 13, Hagen Twp. Permit #19-120 to install a field crossing and a 36" culvert following staff review and approval of the request
- Mark Habedank, Sections 21 & 29, Waukon Twp. Permit #19-124 to install subsurface drain tile with standard tile conditions and the condition that the applicant provide written approval from the Waukon Twp. Board.

Tabled

- Joe Miller, Section 24, Popple Grove Twp. Permit #19-077 to install a new 24" culvert pending approval from the City of Waubun.
- Greg Zillmer, Section 3, Hagen Twp. Permit #19-087 to install subsurface drain tile and remove a driveway, to notice the SW1/4 of Section 34 and the SE1/4 of Section 33 of Rockwell Twp. and the N1/2 of Section 4 and the NE1/4 of Section 5 of Hagen Twp. or the permit is approved if the applicant provide written approval from the landowners in the SW1/4 of Section 34 and the SE1/4 of Section 33 of Rockwell Twp.
- Greg Zillmer, Section 3, Hagen Twp. Permit #19-088 to construct a new ditch along the north end of the section and remove a driveway, to notice the SW1/4 of Section 34 and the SE1/4 of Section 33 of Rockwell Twp. and the N1/2 of Section 4 of Hagen Twp. and the NE1/4 of Section 5 of Hagen Twp. or the permit is approved if the applicant provide written approval from the landowners in the SW1/4 of Section 34 and the SE1/4 of Section 33 of Rockwell Twp.
- Peter Domogalla, Section 11, Marsh Creek Twp. Permit #19-093 to construct a berm and ditch near the property line to divert overland runoff pending additional details regarding the ditch grade and details to connection to road ditch grade and details to connection to road ditch on the north end of the berm.
- Brad Arends, Section 12, Hagen Twp. Permit #19-097 to install subsurface drain tile and request that the applicant provide written approval from the Clay County SWCD regarding potential wetland impacts.
- William Chisholm, Section 35, Lockhart Twp. Permit #19-106 to install subsurface drain tile and request that the applicant provide survey information showing the ditch profile for the roadway ditch from the pumped outlet west to the intersection and the ditch on the north side of the road from the 36" centerline culvert west to the roadway intersection, also provide elevation shots on the inverts of the 36" culvert and all culverts in the intersection to the west.
- William Chisholm, Section 26, Lockhart Twp. Permit #19-107 to install subsurface drain tile requesting that the applicant acquire approval from the Drainage Authority (WRWD) to drain the NE1/4 of Section 26 of Lockhart Twp., to Norman County Ditch 18.
- Daryl Chisholm, Section 34, Spring Creek Twp. Permit #19-116 to install subsurface drain tile and request that the applicant provide written approval from the landowner in the SW1/4 of Section 34 of Spring Creek Twp. and to allow additional project review by downstream landowners.
- RRR Mattson Part., Section 23, Atlanta Twp. Permit #19-118 to install subsurface drain tile and connect to an existing tile system to notice the road authority and request that the applicant provide written approval from the owner of the tile system where the tile will be connected.
- Allen Zimmer, Section 36, Marsh Creek Twp. Permit #19-119 to install subsurface drain tile, to notice the SE1/4 of Section 36 of Marsh Creek Twp.
- Daryl Moore, Section 22, Atlanta Twp. Permit #19-121 to install subsurface drain tile to notice all parcels between the tile outlet and the South Branch of the Wild Rice River.
- Mark Habedank, Section 28, Waukon Twp. Permit #19-122 to remove a field crossing and culvert.

- Mark Habedank, Section 32, Fossum Twp. Permit #19-123 to install a field crossing a culvert.

Returned

- Mark Habedank, Section 21, Waukon Twp. Permit #19-099 to install subsurface drain tile at the applicant's request.
- Stuart Christian, Section 35, Reis Twp. Permit #19-125 to clean out a protected waters stream channel as no permit is required for sediment removal.

October 2019

Approved

- Greg Zillmer, Section 3, Hagen Twp. Permit #19-087 to install subsurface drain tile and remove a driveway with standard tile conditions and the condition that the applicant provide written approval from the remaining landowner in Section 33 of Rockwell Township or the permit is approved if the outlet is revised to the existing 30" centerline culvert and the applicant provides written approval from the landowner in the NE1/4 of Section 4.
- Greg Zillmer, Section 3, Hagen Twp. Permit #19-088 to construct a new ditch along the north end of the section and remove a driveway with the condition that the applicant provide written approval from the remaining landowner in Section 33 of Rockwell Township or the permit is approved if the outlet is revised to the existing 30" centerline culvert and the applicant provides written approval from the landowner in the NE1/4 of Section 4.
- Daryl Moore, Section 22, Walworth Twp. Permit #19-121 to install subsurface drain tile with standard tile conditions.
- Mark Habedank, Section 28, Waukon Twp. Permit #19-122 to remove a field crossing and culvert.
- Mark Habedank, Section 32, Fossum Twp. Permit #19-123 to install a field crossing and culvert.
- Tyler Weber, Section 5, Felton Twp. Permit #19-126 to widen an approach.
- Tyler Weber, Section 26, Winchester Twp. Permit #19-127 to widen an approach with the condition that the culvert is replaced with the same size (measured as a 24" in the field).
- Tyler Weber, Section 5, Felton Twp. Permit #19-129 to replace a 16" concrete culvert with an 18" metal culvert.
- Nancy Merkens, Section 30, Lockhart Twp. Permit #19-131 to install a new driveway with an 18" culvert.
- City of Ada, Section 8, McDonaldsville Twp. Permit #19-132 to install two crossings with 18" culverts.
- Aaron Werpy/Spring Creek Twp., Section 23-24, Spring Creek Twp., Norman County. Permit #19-133 to replace a 60" culvert with a longer 60" culvert.
- Hunt Electric Corporation, Section 15, Flowing Twp. Permit #19-134 to install a driveway with a 30" culvert and construct a stormwater pond.
- Mike Christensen, Section 22, Fossum Twp. Permit #19-128 to install subsurface drain tile with standard tile conditions. Motion Carried with Manager Christensen seated in the audience.

- RRR Mattson Partners, Section 23, Atlanta Twp. Permit #19-118 to install subsurface drain tile with standard tile conditions and the condition that the applicant provide written approval from the owner of the tile system where the tile will be connected.

Tabled

- Joe Miller, Section 24, Popple Grove Twp. Permit #19-077 to install a new 24" culvert pending approval from the City of Waubun.
- Brad Arends, Section 12, Hagen Twp. Permit #19-097 to install subsurface drain tile requesting the applicant provide written approval from the Clay County SWCD regarding potential wetland impacts.
- William Chisholm, Section 35, Lockhart Twp. Permit #19-106 to install subsurface drain tile pending survey information showing the ditch profile for the roadway ditch from the pumped outlet west to the intersection and the ditch on the north side of the road from the 36" centerline culvert west to the roadway intersection, also provide elevation shots on the inverts of the 36" culvert and all culverts in the intersection to the west.
- William Chisholm, Section 26, Lockhart Twp. Permit #19-107 to install subsurface drain tile requesting that the applicant acquire approval from the Drainage Authority (WRWD) to drain the NE1/4 of Section 26 of Lockhart Twp. to Norman County Ditch 18.
- Allen Zimmer, Section 36, Marsh Creek Twp. Permit #19-119 to install subsurface drain tile requesting written approval for proposed work to be completed on the adjacent property.
- Haugo Brothers, Section 15, Popple Grove Twp. Permit #19-130 to install subsurface drain tile to notice the W1/2 of Section 14 and the NE1/4 of Section 22 and the N1/2 of Section 23 of Popple Grove Twp.

Returned

- Peter Domogalla, Section 11, Marsh Creek Twp. Permit #19-93 to construct a berm and ditch near the property line to divert overland runoff at the request of the applicant.
- Daryl Chisholm, Section 34, Spring Creek Twp., Norman County. Permit #19-116 to install subsurface drain tile at the request of the applicant.

November 2019

Approved

- Haugo Bros, Section 15, Popple Grove Twp. Permit #19-130 to install subsurface drain tile with standard tile conditions.
- Ron Pinske, Section 15, Wild Rice Twp. Permit #19-135 to construct a berm with the condition that a culvert be installed through the berm/crossing and the culvert shall be installed at the gradeline of the swale.
- Jimmy Dale, Section 28, Spring Creek Twp. (Norman County). Permit #19-136 to realign a surface ditch, remove a rockpile and extend the ditch with the condition that the applicant get written approval from the adjacent landowners for any work done on the adjacent property.

Tabled

- Brad Arends, Section 12, Hagen Twp. Permit #19-097 to install subsurface drain tile pending written approval from the Clay County SWCD regarding potential wetland impacts.
- William Chisholm, Section 35, Lockhart Twp. Permit #19-106 to install subsurface drain tile requesting the applicant provide survey information showing the ditch profile for the roadway ditch from the pumped outlet west to the intersection and the ditch on the north side of the road from the 36" centerline culvert west to the roadway intersection, also provide elevation shots on the inverts of the 36" culverts in the intersection to the west.
- William Chisholm, Section 26, Lockhart Twp. Permit #19-107 to install subsurface drain tile requesting that the applicant acquire approval from the drainage authority (WRWD) to drain the NE1/4 of Section 26 of Lockhart Twp. to Norman County Ditch 18.
- Allen Zimmer, Section 36, Marsh Creek Twp. Permit #19-119 to install subsurface drain tile requesting written approval for work proposed to be completed on the adjacent property (David Oakland Property).
- J & J Bitker, Sections 25 & 36, Lockhart Twp., Section 1, Pleasant View Twp. Permit #19-138 to install subsurface drain tile to notice the SW1/4 of Section 25 of Lockhart Twp., Section 36 of Lockhart Twp., and Section 1 of Pleasant View Twp., and the Norman County Highway Department.

Returned

- Gerald Chisholm, Section 4, Lake Ida Twp. Permit #18-125 to clean out and possibly improve existing ditches was returned to the applicant as it was determined through phone conversation with the applicant that ditch improvements would not be completed, only cleaning of existing ditchways which does not require a permit.

Denied

- Joe Miller, Section 24, Popple Grove Twp. Permit #19-077 to install a new 24" culvert due to concerns from downstream landowners (City of Waubun).
- J & J Bitker, Section 31, Spring Creek Twp., (Norman County), Section 6, Green Meadow Twp., and Section 1, Pleasant View Twp. Permit #19-137 to install a new 36" centerline culvert and a new 36" inlet culvert into Norman County Ditch 18.

December 2019**Approved**

- J & J Bitker, Sections 25 & 36 Lockhart Twp., Section 1 Pleasant View Twp. Permit #19-138 to install subsurface drain tile with standard tile conditions and the condition that the pump outlet is located adjacent to the pump on the north side of the roadway.

Tabled

- William Chisholm, Section 35, Lockhart Twp. Permit #19-106 to install subsurface drain tile requesting the applicant provide survey information showing the ditch profile for the roadway ditch from the pumped outlet west to the intersection and the ditch on the north side of the road from the 36" centerline culvert west to the roadway intersection, also provide elevation shots on the inverts of the 36" culverts in the intersection to the west.

- William Chisholm, Section 26, Lockhart Twp. Permit #19-107 to install subsurface drain tile requesting that the applicant acquire approval from the drainage authority (WRWD) to drain the NE1/4 of Section 26 of Lockhart Twp. to Norman County Ditch 18.
- Allen Zimmer, Section 36, Marsh Creek Twp. Permit #19-119 to install subsurface drain tile requesting written approval for work proposed to be completed on the adjacent property (David Oakland Property).

Withdrawn

- Brad Arends, Section 12, Hagen Twp. Permit #19-097 to install subsurface drain tile at the request of the applicant.

V. 2019 Meeting Minutes in Review

All meeting minutes from 2019 have been reviewed and approved by the Watershed Managers. Within this report, the items pertaining to certain projects or programs have been moved to the section titled **IV. Plan Performance** of this report. All other items have been included and somewhat abbreviated under the monthly headings shown below. Approved, unedited monthly meeting minutes are available in their entirety on the district website www.wildricewatershed.org or at the District office.

January 2019

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY JANUARY 9, 2019**. Managers in attendance included: Greg Holmvik, Mike Christensen, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order 8:30 a.m. with the pledge of allegiance. The agenda was approved as presented, with the addition of NCE Riverwatch Presentation. Payment of billings was approved with as presented. December 12, 2018, Regular Meeting Minutes were approved as presented.

The December 31, 2018, year ending 2018 financial reports, and year-end transfers from unassessed projects and ditches, permits and violations to the Red River Construction Account were also approved as presented. The 2019 Auto Pay Vendor list was approved. The 2019 list of WRWD official newspapers for each county was approved.

Students with Norman County East Riverwatch program were in attendance to give the Managers an overview of what their program entails. The students engaged in discussion with Board members regarding past and future projects. RRWMB Executive Director gave a presentation regarding the RRWMB. Manager discussion was held following the presentation. The Board requested receiving a copy of the most recently approved RRWMB minutes in their monthly Manager packets beginning in February.

Administrator Ruud was reviewing webcast capabilities with the architect and will present more information when available. A list of remodeling project changes was approved so long as the overall cost of the project did not increase as a result. Administrator Ruud was authorized to proceed with future changes so long as the project cost did not increase.

Manager Erickson left the meeting at 10:35 am.

Administrator Ruud was authorized to transfer between Money Market and Checking Accounts, with a daily limit of \$1,000,000, and between Checking and Debit card accounts, with a daily limit of \$2,000 at Frandsen Bank and Trust. Administrator Ruud must notify finance committee members of account transfers once they occur. District Staff was authorized to internally transfer funds between unassessed projects and ditches and the Red River Construction account, bringing transfers for board notification and approval at regular Board Meetings.

Payment of Managers per diems and expenses were approved as distributed.

Manager and Staff attendance at MAWD Legislative Session in February was approved.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:47 a.m.

February 2019

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY FEBRUARY 13, 2019**. Managers in attendance included: Greg Holmvik, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. Manager Mike Christensen was absent. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order 8:30 a.m. with the pledge of allegiance. The agenda was approved with the addition/removal of the following items: Remove Mahnommen County funding request, add Ag Water Forum Conference, add computer request from the City of Hendrum.

Billings were approved as presented, with the addition of two late bills. The Managers approved the January 9, 2019, meeting minutes with one correction. The January 31, 2019, financial report was approved as presented. Manager Erickson arrived at 8:38 pm.

An update regarding the progress of the remodeling project was provided. The Board decided not to pursue webcast options at this time. A pay request for work completed, less retainage was approved to be paid to Schmitz Builders.

The Board approved donating a surplus computer to the City of Hendrum for use in their conference room with Manager Johannsen abstaining.

The Board approved the amount paid to each SWCD Envirothon request of \$200 for 2019. The Board approved a \$600 donation to the NCE Riverwatch Program

Manager and Staff attendance at the RRWMB and FDR Annual Joint Conference, March 20-21, 2019, Marriott Hotel, Moorhead and at the Ag Water Forum, February 25th at UMC was approved.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:02 am.

March 2019

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY MARCH 13, 2019**. Managers in attendance included: Greg Holmvik, Mike Christensen, Duane Erickson, Raymond Hanson, Curt Johannsen, and Dean Spaeth. Manager Mark Harless was absent. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order 8:30 a.m. with the pledge of allegiance. The agenda was approved with the addition of Verdell Olson. Payment of billings was approved as presented. The February 13, 2019, meeting minutes were approved as presented. The monthly financial report dated February 28, 2019, was approved as presented. The Board authorized closing the debit card account at Frandsen Bank and Trust.

Verdell Olson was in attendance regarding his property adjacent to the Sande Detention project. The Board asked Olson to develop a tile plan to address the concern and work with staff to ensure the proposal is acceptable to the adjacent project plans.

A pay request for remodeling work completed, less retainage was approved to be paid to Schmitz Builders.

The Board approved enrolling property adjacent to the Dalen Coulee in the DNR Walk In Access Program.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 9:58 am.

April 2019

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, APRIL 10, 2019**. Managers in attendance included: Greg Holmvik, Mike Christensen, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order 8:30 a.m. with the pledge of allegiance. The meeting agenda was approved with the addition of MNDOT cooperative agreement for the Cities of Hendrum and Halstad and Flood damage by loss/lack of buffers. Monthly billings were approved as presented with the addition of one late bill. The March 13, 2019, meeting minutes were approved with two corrections. The monthly and quarterly financial report dated March 31, 2018, and transfers between unassessed projects and ditches and the Red River Construction account were approved as presented.

Several landowners and township representatives were in attendance presenting concerns regarding a permit application submitted by Duane Erickson in Walworth Twp. Concerns were presented regarding additional capacity going through the road as well as tile outletting through tilled ditches. Verdell Olson was in attendance regarding seepage concerns adjacent to Sande Detention. The Board approved contributing \$12,500 toward the installation of tile on the Olson property in consideration of potential impacts caused by the Sande Detention, cautioning they were not admitting guilt of the concerns presented and adding no further payment will be issued regarding this concern. The payment is final for an amicable solution.

Board discussion was held regarding noticing adjacent property owners when tile drainage outlets through a private field before reaching a legal ditch system or waterway.

A pay request for remodeling work completed, less retainage was approved to be paid to Schmitz Builders. The Board determined the current Board table and furniture will be assembled in the new Board room prior to ordering replacements.

An update of flooding throughout the District was provided through pictures and videos. The Board discussed areas where flood loss damage has occurred on a ditch system due to the absence of buffers and tilling of the downslope of the ditch bank.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 11:33 am.

May 2019

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, MAY 8, 2019**. Managers in attendance included: Greg Holmvik, Mike Christensen, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order 8:30 a.m. with the pledge of allegiance.

The meeting agenda was approved with the following additions: Norman County Ag Society Donation Request and Mashaug Creek/District signs. The payment of billings was approved as

presented. The April 10, 2019, meeting minutes was approved monthly financial report dated April 30, 2018, were both approved as presented.

Manager Erickson arrived at 8:35 am. A donation request to the Norman County Ag Society for the Fair event was approved.

A pay request for remodeling work completed, less retainage was approved to be paid to Schmitz Builders. Staff moved into the new office that week. An update regarding the remodeling project was provided. The Board approved replacing 60 feet of concrete sidewalk in front of the building and sloping the entrance to the stoop level. Managers Harless, Erickson and Hanson were against. Discussion was held regarding the parking lot. The Board approved a pay request from YHR Partners for architect services.

Staff will look at the condition of project signs in the District at the request of a resident and determine the cost to make necessary repairs.

The annual report and audit report were both distributed in draft format for review along with the audit report communications letter. The auditor returned favorable remarks regarding the District's financial status and the annual audit process.

Chairman Holmvik passed the lead to Attorney Hanson to begin the reorganization of officers.

- Greg Holmvik was elected Chairman
- Mark Harless was elected Vice-Chairman
- Dean Spaeth was elected Treasurer
- Curt Johannsen was elected Secretary

Committee assignments were approved and are available at the District office.

Manager and staff attendance at the MAWD Summer Tour was approved.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 11:13 am.

June 2019

A **SPECIAL MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, JUNE 3, 2019**. Managers in attendance included: Greg Holmvik, Mike Christensen, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. Manager Duane Erickson was absent. In addition, the following persons were in attendance: Administrator Kevin Ruud, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order at 3:0 pm. Manager Erickson called into the meeting to listen but was not able to cast a vote due to not being present.

Representation from YHR Partners presented an overview of the project progress and presented a change order for the project. The Board authorized the change order presented by architect. Discussion was held regarding the parking lot elevation. It was determined minor grade changes near the entrance would suffice in addressing immediate concerns.

The Board approved moving the July meeting date to the 17th.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 3:23 pm.

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, JUNE 12, 2019**. Managers in attendance included: Greg Holmvik, Mike Christensen, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance. The meeting agenda was approved with the addition Green Meadow seepage report and Project 31 easement.

The payment of billings was approved with the addition of one late bill. The monthly meeting minutes dated May 8, 2019, and special meeting minutes dated June 3, 2019 were both approved as presented. The monthly financial report dated May 31, 2019, was approved as presented.

Dave Lehmann was in attendance requesting compensation for washout damages near the Sande Detention project. The request was tabled pending a site visit to determine if the dike along the north side of the detention was compromised, causing the damage or if it was the result of excessive overland flooding.

The 2018 Annual Report and Audit Report were approved as presented.

A pay request for remodeling work completed, less retainage was approved to be paid to Schmitz Builders. An update regarding the remodeling project was provided.

Several landowners were in attendance regarding a permit application submitted by Duane Erickson. It was determined that any ditch work necessary adjacent to the proposed tile installation would need to be addressed in a separate permit application. Lengthy discussion was held regarding berms and work done in the area. Parties with concerns were asked to submit statements to the District office in writing prior to the July Board meeting for consideration.

Several landowners were in attendance regarding a permit application submitted by Don Johnson. Those in attendance spoke in favor of the proposed project as a way to alleviate flooding concerns. It was determined that the proposed work was lacking design data and would be better addressed as a petition for a lateral to Project 19 if enough landowners felt it would be a benefit.

The Board ordered a block to be removed upon receipt of a complaint by William Chisholm. Two landowners were in attendance presenting concerns with tile installed adjacent to their property. They were asked to communicate with their neighbor and return to the Board if a resolution could not be reached. The Board approved a lease request from Wayne Tenneson to renew a lease for a district owned parcel.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 11:11 am.

July 2019

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, JULY 17, 2019**. Managers in attendance included: Greg Holmvik, Mike Christensen, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. Manager Duane Erickson was absent. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance. The meeting agenda was approved with the addition of per diems for managers. The payment of billings was approved as presented. The monthly meeting minutes dated June 12, 2019, was approved as presented. The monthly and quarterly financial reports dated June 30, 2019, and quarterly transfers from unassessed projects and ditches to Red River Construction account were approved as presented.

Managers approved Resolution to Increase Manager Per Diems, which is on file at the District Office. Jim Birkemeyer presented an advertising package to the Board for consideration. The Board decided to continue advertising on an as needed basis.

Several Landowners were in attendance in opposition of a permit application submitted by Duane Erickson. Several complaints received were presented, most are undergoing investigation.

RRWMB Executive Director presented the 2018 annual report, overview of the strategic planning process and the 2020 budget.

A pay request for remodeling work completed, less retainage was approved to be paid to Schmitz Builders. An update regarding the remodeling project was provided.

The Board was asked to bring any resolutions for MAWD consideration to the August meeting. The budget and levy hearing were set for 8:40 am on August 14 at the District Office. Draft levy recommendations and general budget were distributed for review.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 11:42 am.

August 2019

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, AUGUST 14, 2019**. Managers in attendance included: Greg Holmvik, Mike Christensen, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order at 8:30 a.m. The agenda was approved as presented. The payment of billings was approved with the addition of one late bill.

The monthly meeting minutes dated July 17, 2019, was approved as presented. The monthly financial report dated July 31, 2019, was also approved.

Representatives from the City of Ada were in attendance asking for clarification regarding the Marsh River headwaters not being a part of the Upper Reaches assessment area. They asked for funding assistance with cleaning out a portion of the unassessed area. The Board asked them to obtain quotes for the work necessary and return with a more specific request for funding assistance.

The Budget and levy hearing were called to order at 8:43 am. The General Administrative Levy Budget and project levy were approved as presented. The RRWMB levy was approved for the 2020 year. Copies of the budget and levy documents are on file at the district office.

Managers were updated regarding several complaints received. Discussion was held regarding RRWMB account funds and balances designated to projects. The District did not desire to present MAWD resolutions in 2019. Board discussion was held regarding negotiations and closed meeting laws.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:48 am.

September 2019

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, SEPTEMBER 11, 2019**. Managers in attendance included: Greg Holmvik, Mike Christensen, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance. The agenda was approved with the addition of flood buyouts. Billings were approved with the addition of two late bills.

The August 14, 2019, Regular Meeting Minutes. The monthly financial report dated August 31, 2019, was approved as presented.

An update on all open complaints was provided.

Manager and Staff attendance at the MN Water Resource Conference and the MAWD Annual Convention and Trade Show were both approved.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:23 am.

October 2019

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, OCTOBER 9, 2019**. Managers in attendance included: Greg Holmvik, Mike Christensen, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance

The agenda was approved with the addition Personnel Committee meeting date. The monthly billings were approved as presented. The monthly and quarterly financial reports dated September 30, 2019, quarterly transfers from unassessed projects and ditches to Red River Construction account and the September 11, 2019, Regular Meeting Minutes were approved as presented.

Updates were provided on all open complaints. Attorney Hanson was authorized to send a letter to Bitker stating that work needs to be done to relieve the situation at the Chisholm complaint prior to November 1st. No violation of district rules was found in relation to complaints submitted by Pinske and Kevin Chisholm. Work will be completed at the sites of the Walworth Twp. complaints when crops are harvested.

The November meeting date was moved to the 20th. The Board authorized advertising for mowing, spraying, legal, engineering and land lease bids. Discussion was held regarding District owned ag land. It was determined that the lease agreements could include language allowing the District to sell or trade the property of so desired during the term of the agreement. A personnel committee meeting was scheduled for 8:10 am on November 20th. Discussion was held regarding TAC representation and RRWMB monthly meeting minutes.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:22 am.

November 2019

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **THURSDAY, NOVEMBER 20, 2019**. Managers in attendance included: Greg Holmvik, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. Manager Mike Christensen was absent. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance.

The agenda was approved with the following additions of Upper Reaches repair and pumping question. The October 9, 2019, regular meeting minutes, payment of billings, and monthly financial report dated October 31, 2019, were all approved as presented.

Larry Houge presented a question regarding when tile pumps should be shut off in flood events, requesting a more localized consideration rather than river levels. Staff was asked to create a publication for distribution asking landowners to shut off pumps during freezing conditions or times of downstream flooding.

Managers Johannsen and Hanson were named as MAWD voting delegates with Chairman Holmvik being the alternate.

Updates were given regarding open complaints.

Manager Per Diems and expenses were paid as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 12:25 pm.

December 2019

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, December 11, 2019. Managers in attendance included: Greg Holmvik, Mike Christensen, Duane Erickson, Mark Harless, Curt Johannsen, and Dean Spaeth. Manager Raymond Hanson was absent. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance

The agenda was approved with the following additions: consultant/contractor bids, safety deposit box, advisory committee, RRBC and RRWMB conferences and land lease bids. The billings were approved with the addition of two late bills. The monthly financial report dated November 30, 2019, was approved as presented. The Regular Meeting Minutes dated November 20, 2019, was approved as presented.

Derek Hendricks was in attendance regarding a permit approved for Good Hope Township, which he opposed. Updates were given regarding open complaints.

The Board accepted bids for services from Wambach and Hanson for legal services, Houston Engineering for engineering services, Tony Sip and Jon Peterson for mowing services, and Wesley Carlsrud for spraying services. All were awarded for terms of three years.

The Board awarded land lease bids to Kelly Jacobson and Dana Braseth for the district owned ag land. All were awarded for terms of three years.

The Board authorized opening a safe deposit box at Frandsen Bank for the purpose of storing data backup information off site. A 3% increase in the staff benefit package was approved for a term of three years.

Manager and Staff attendance at the RRWMB Drainage conference and the RRBC Annual Conference was approved.

Manager Per Diems and expenses were paid as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:56 am.

VI. Financial and Audit Reports

This section summarizes the District's financial activity for the period from January 1 through December 31, 2018.

By law, the Wild Rice Watershed District is allowed to establish a number of funds for the purpose of carrying out their duties. To finance these funds, the District levies an "ad valorem" tax, meaning in "proportion to the value," over the entire District and is based on the property value, rather than benefits. The following is a brief summary of types of funds established and the ways they assist in carrying out the goals of the District. A detailed report of all activity within the respective fund accounts is available for review at the District office.

The **Administrative Fund** is the general operating fund of the District. The fund is set up for the purpose of providing for the general administrative expenses and for the construction and maintenance of projects of common benefit to the District. The levy to fund the Administrative Fund may not exceed 0.02418 percent of the tax capacity or \$250,000, whichever is less.

The **Survey and Data Acquisition Fund** is established and used only if other funds are not available to the District to pay for surveying and/or obtaining additional data. The levy against the taxable market value of property in the District may not exceed 0.02418 percent. The balance of the fund is not to exceed \$50,000. When a project is proposed and there is surveying done prior to establishing the project, the newly established project shall repay the survey and data acquisition fund for such costs.

The **Works of Common Benefit Fund** is established to cover costs attributable to the basic management features of projects initiated by the District. This Works of Common Benefit Fund receives its support from the Administrative Fund.

The **Red River Watershed Management Board Construction Fund** is established and used for the development of programs and projects of benefit to the District. The levy to fund the Red River Watershed Management Construction Fund may not exceed 0.0486 percent of the taxable market value of the property in the District. One-half of the levied funds received are sent to the Red River Watershed Management Board for programs and projects that have common benefit in the Red River Basin.

Special Levies are collected on certain flood control and drainage projects that have an established benefiting area under Minnesota law. Each project is its own entity unto itself, managed by the District. Special levies are used to fund repair and maintenance of the individual projects. Each project maintains its own account, with surplus fund invested in interest bearing deposits. An annual review is conducted in August to determine annual levies for the upcoming year based on projected maintenance and maintenance history.

Other income sources that are received by the District include funds from grants and aids, as well as reimbursement from other government agencies.

**WILD RICE WATERSHED DISTRICT
FINANCIAL STATEMENTS AND
AND INDEPENDENT AUDITOR'S REPORT
DECEMBER 31, 2019**

WILD RICE WATERSHED DISTRICT

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INTRODUCTORY SECTION

**WILD RICE WATERSHED DISTRICT
PRINCIPAL OFFICIALS
DECEMBER 31, 2019**

POSITION	TERMS EXPIRE	NAME
<u>BOARD OF MANAGERS</u>		
Chairman	April 25, 2020	Greg Holmvik
Vice Chairman	April 25, 2021	Mark Harless
Treasurer	April 25, 2021	Dean Spaeth
Secretary	April 25, 2022	Curt H. Johannsen
Manager	April 25, 2021	Duane Erickson
Manager	April 25, 2022	Raymond Hanson
Manager	April 25, 2022	Mike Christensen
<u>STAFF</u>		
Administrator		Kevin Ruud
Assistant Administrator		Tara Jensen
Attorney		Hanson Law Office, PC
Auditor		Clasen Stegner & Schiessl CPAs, Ltd.

FINANCIAL SECTION



Clasen
Stegner &
Schiessl CPAs, Ltd.
Consultants & Accountants

Christopher Clasen, CPA
Aaron Stegner, CPA
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INDEPENDENT AUDITOR'S REPORT

To the Board of Managers
Wild Rice Watershed District
Ada, Minnesota

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Wild Rice Watershed District (the District), Ada, Minnesota, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash basis of accounting described in Note 1. This includes determining that the cash basis of accounting is an acceptable basis of preparation of the financial statements in the circumstances. Management is responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1, the financial statements are prepared by the District on the cash basis of accounting which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statements of the variances between the cash basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the “Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles” paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the District as of December 31, 2019, or the changes in financial position or, where applicable, cash flows thereof for the year then ended.

Unmodified Opinion on Cash Basis of Accounting

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the District as of December 31, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended, in accordance with the cash basis of accounting as described in Note 1.

Other Matters

Required Supplementary Information

Management has omitted the management’s discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District’s basic financial statements. The introductory and supplementary information sections, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The introductory and supplementary information sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Report on Other Legal and Regulatory Requirements

In accordance with Minnesota Statutes, we have also issued our report dated May 29, 2020, on our consideration of the District’s compliance with provisions of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65. The purpose of the report is to determine if the District has complied with Minnesota laws and regulations. That report is an integral part of an audit performed in the State of Minnesota.

Clasen Stegner & Schiessl CPAs, Ltd.
Clasen Stegner & Schiessl CPAs, Ltd.
Consultants & Accountants

Pequot Lakes, Minnesota
May 29, 2020

**WILD RICE WATERSHED DISTRICT
STATEMENT OF NET CASH POSITION - CASH BASIS
DECEMBER 31, 2019**

GOVERNMENTAL

ASSETS

Current Assets

Cash and Cash Equivalents

\$ 6,165,035

Total Assets

6,165,035

LIABILITIES

-

NET CASH POSITION

Restricted for

Capital Projects

6,714,502

Special Revenue

10,480

Unrestricted (Deficit)

(559,947)

Total Net Cash Position

\$ 6,165,035

WILD RICE WATERSHED DISTRICT
STATEMENT OF ACTIVITIES ARISING FROM CASH TRANSACTIONS - CASH BASIS
YEAR ENDED DECEMBER 31, 2019

FUNCTIONS/PROGRAMS	DISBURSE- MENTS	PROGRAM RECEIPTS AND SOURCES			NET CASH SOURCES (USES) AND CHANGES IN NET CASH POSITION PRIMARY GOVERNMENT
		FEES, FINES AND CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS AND CONTRIBUTIONS	GOVERNMENTAL ACTIVITIES
Primary Government					
Governmental Activities					
General Government	\$ 709,064	\$ -	\$ -	\$ -	\$ (709,064)
Red River Watershed Management Board	842,786	-	-	-	(842,786)
Projects and Programs	4,370,068	887,560	2,505,633	-	(976,875)
Total Primary/Governmental Activities	<u>\$ 5,921,918</u>	<u>\$ 887,560</u>	<u>\$ 2,505,633</u>	<u>\$ -</u>	<u>\$ (2,528,725)</u>
General Receipts					
Interest Earnings					\$ 114,993
Property Taxes/Special Assessments					2,704,195
State Aid					47,939
Total General Receipts					<u>2,867,127</u>
Change in Cash Net Position					338,402
Net Cash Position - Beginning					<u>5,826,633</u>
Net Cash Position - Ending					<u>\$ 6,165,035</u>

WILD RICE WATERSHED DISTRICT
STATEMENT OF BALANCES ARISING FROM CASH TRANSACTIONS - CASH BASIS
GOVERNMENTAL FUNDS
DECEMBER 31, 2019

	GENERAL	RRWMB MANAGEMENT	RED RIVER CONST. GENERAL-OTHER	#12 HENDRUM ROAD RAISE (#336 #III COMMUNITY DIKES)
ASSETS				
Cash and Cash Equivalents	\$ 117,341	\$ 10,480	\$ 3,812,420	\$ -
Total Assets	<u>\$ 117,341</u>	<u>\$ 10,480</u>	<u>\$ 3,812,420</u>	<u>\$ -</u>
LIABILITIES				
Cash and Cash Equivalents				
Deficit	\$ -	\$ -	\$ -	\$ -
CASH FUND BALANCES				
Restricted	-	10,480	3,812,420	-
Unassigned (Deficit)	<u>117,341</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Cash Fund Balances (Deficit)	<u>117,341</u>	<u>10,480</u>	<u>3,812,420</u>	<u>-</u>
Total Liabilities and Cash Fund Balances	<u>\$ 117,341</u>	<u>\$ 10,480</u>	<u>\$ 3,812,420</u>	<u>\$ -</u>

#13 HALSTAD (#336 #II COMMUNITY DIKES)	NONMAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
<u>\$ -</u>	<u>\$ 2,902,082</u>	<u>\$ 6,842,323</u>
<u><u>\$ -</u></u>	<u><u>\$ 2,902,082</u></u>	<u><u>\$ 6,842,323</u></u>
<u>\$ 82,664</u>	<u>\$ 594,624</u>	<u>\$ 677,288</u>
<u>- (82,664)</u>	<u>2,902,082 (594,624)</u>	<u>6,724,982 (559,947)</u>
<u>(82,664)</u>	<u>2,307,458</u>	<u>6,165,035</u>
<u><u>\$ -</u></u>	<u><u>\$ 2,902,082</u></u>	<u><u>\$ 6,842,323</u></u>

WILD RICE WATERSHED DISTRICT
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND CHANGES IN
CASH FUND BALANCES - CASH BASIS
GOVERNMENTAL FUNDS
YEAR ENDED DECEMBER 31, 2019

	GENERAL	RRWMB MANAGEMENT	RED RIVER CONST. GENERAL-OTHER	#12 HENDRUM ROAD RAISE (#336 #III COMMUNITY DIKES)
RECEIPTS				
Property Taxes and Special Assessments	\$ 242,620	\$ 821,506	\$ 821,506	\$ -
Intergovernmental				
Market Value	6,161	20,889	20,889	-
Other	-	-	-	140,625
Rent Income	-	-	-	-
Interest Earnings	5,412	-	63,514	-
Miscellaneous	-	-	-	625,000
Total Receipts	<u>254,193</u>	<u>842,395</u>	<u>905,909</u>	<u>765,625</u>
DISBURSEMENTS				
General Administration	709,064	-	-	-
RRWMB-1/2 Cost Reimbursement	-	842,786	-	-
Projects and Programs	-	-	24,266	834,021
Total Disbursements	<u>709,064</u>	<u>842,786</u>	<u>24,266</u>	<u>834,021</u>
RECEIPTS OVER (UNDER) DISBURSEMENTS	<u>(454,871)</u>	<u>(391)</u>	<u>881,643</u>	<u>(68,396)</u>
OTHER FINANCING SOURCES (USES)				
Transfers In (Out)	-	-	(494,362)	68,396
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>(494,362)</u>	<u>68,396</u>
NET CHANGE IN CASH FUND BALANCES	<u>(454,871)</u>	<u>(391)</u>	<u>387,281</u>	<u>-</u>
Cash Fund Balances - Beginning (Deficit)	<u>572,212</u>	<u>10,871</u>	<u>3,425,139</u>	<u>-</u>
CASH FUND BALANCES - ENDING (DEFICIT)	<u>\$ 117,341</u>	<u>\$ 10,480</u>	<u>\$ 3,812,420</u>	<u>\$ -</u>

#13 HALSTAD (#336 #II COMMUNITY DIKES)	NONMAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
\$ -	\$ 818,563	\$ 2,704,195
-	-	47,939
1,718,610	646,398	2,505,633
-	96,410	96,410
-	46,067	114,993
136,217	29,933	791,150
<u>1,854,827</u>	<u>1,637,371</u>	<u>6,260,320</u>
-	40,766	749,830
-	-	842,786
1,936,954	1,534,061	4,329,302
<u>1,936,954</u>	<u>1,574,827</u>	<u>5,921,918</u>
<u>(82,127)</u>	<u>62,544</u>	<u>338,402</u>
<u>270</u>	<u>425,696</u>	<u>-</u>
<u>270</u>	<u>425,696</u>	<u>-</u>
(81,857)	488,240	338,402
<u>(807)</u>	<u>1,819,218</u>	<u>5,826,633</u>
<u>\$ (82,664)</u>	<u>\$ 2,307,458</u>	<u>\$ 6,165,035</u>

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Financial Reporting Entity

The Wild Rice Watershed District (the District) was established under the Minnesota Watershed Act as an agency of the State of Minnesota. The purpose of the District is to carry out conservation of the natural resources of the District and State of Minnesota through land utilization, flood control, and other needs based upon sound scientific principles for the protection of the public health and welfare and the provident use of natural resources. The District serves an area in Northwestern Minnesota and includes all or parts of the following counties: Becker, Clay, Clearwater, Mahnomen, Norman, and Polk. The District is governed by a Board of Managers which is composed of seven members appointed by the county boards in accordance with Minnesota Statutes.

The financial statements of the reporting entity include those of the District (the primary government) and the component units for which the primary government is financially accountable. The criteria used to determine if the primary government is financially accountable for a component unit include whether or not the primary government appoints the voting majority of the potential component unit's governing body, is able to impose its will on the potential component unit, is in a relationship of financial benefit or burden with the potential component unit or the potential component unit is fiscally dependent upon the District.

Blended Component Units

Blended component units are separate legal entities that meet the component unit criteria described above and whose governing body is the same or substantially the same as the District or the component unit provides services entirely to the District. These component unit's funds are blended into those of the District by appropriate activity type to compose the primary government presentation. Currently, the District has no blended component units.

Discretely Presented Component Units

Discretely presented component units are separate legal entities that meet the component unit criteria described above but do not meet the criteria for blending. Currently, the District has no discretely presented component units.

B. Basis of Presentation

1. Government-Wide Statements

The government-wide financial statements (the statement of net cash position and the statement of activities arising from cash transactions) display information about the District taken as a whole. The District shows all operations as governmental activities, because generally, governmental activities are financed through taxes, intergovernmental revenues, and nonexchange revenues.

In the government-wide statement of net cash position, the governmental activities: (a) are presented on a consolidated basis, and (b) are reported on the cash basis of accounting. The District's net position is reported in two parts: (1) restricted net position, and (2) unrestricted net position. The District first utilizes restricted resources to finance qualifying activities.

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Basis of Presentation (Continued)

1. Government-Wide Statements (Continued)

The statement of activities arising from cash transactions demonstrates the degree to which the direct expenses of each function of the District's governmental activities are offset by program receipts. Direct expenses are those clearly identifiable with a specific function or activity. Program receipts include: (1) fees, fines, charges paid by the recipients of goods, services, or privileges provided by a given function or activity, and (2) grants and contributions restricted to meeting the operational or capital requirements of a particular function or activity. Receipts not classified as program receipts, including all taxes, are presented as general receipts.

2. Fund Financial Statements

Governmental fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund balance, receipts, and disbursements. Funds are organized into one major category: governmental. A fund is considered major if it is the primary operating fund of the District or meets the following criteria:

- Total assets, liabilities, receipts or disbursements of that individual governmental fund are at least 10 percent of the corresponding total for all funds of that category or type.

Governmental Funds

General Fund – To account for all financial resources not accounted for and reported in another fund.

Special Revenue Fund - To account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are restricted to expenditures for specified purposes.

Capital Projects Fund - To account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds or in trust funds for individuals, private organizations, or other governments).

Major and Nonmajor Funds

Fund	Purpose
Governmental:	
Major:	
General	As described above.
RRWMB Management	See special revenue fund described above.
Red River Construction General - Other	See capital projects fund described above.
#12 Hendrum Road Raise (#336 #III Community Dikes)	See capital projects fund described above.
#13 Halstad (#336 #II Community Dikes)	See capital projects fund described above.
Nonmajor:	
Capital Projects	As described above.

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Measurement Focus and Basis of Accounting

The District's financial statements are prepared on the cash basis of accounting. This is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

The government-wide financial statements are reported using the current resources measurement focus, within the limitations of the cash basis of accounting. This basis recognizes assets, liabilities, net cash position, receipts, and disbursements when they result from cash transactions.

Governmental fund financial statements are reported using the current financial resources measurement focus as applied to the cash basis of accounting. This basis recognizes assets, liabilities, cash fund balances, receipts, and disbursements when they result from cash transactions. As a result of the use of the cash basis of accounting, certain assets and their related receipts (such as accounts receivable and receipts for billed or unbilled services provided in the current year) and certain liabilities and their related disbursements (such as accounts payables, unpaid goods and services received in the current year, and accrued expenses) are not recorded in these financial statements.

D. Assets, Liabilities, and Fund Balance/Net Position

1. Cash and Cash Equivalents

The District pools cash resources of its various funds to facilitate the management of cash. Cash applicable to a particular fund is readily identifiable. The balance in the pooled cash account is available to meet current operating requirements.

2. Fund Balance/Net Position

a. Government-Wide Statements:

Net Cash Position is divided into two components:

- **Restricted** – Consists of assets that are restricted by the District's creditors (for example, through debt covenants), by state enabling legislation (through restrictions on shared receipts) by grantors (both federal and state), and by other contributors.
- **Unrestricted** – All other assets are reported in this category.

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Assets, Liabilities, and Fund Balance/Net Position (Continued)

2. Fund Balance/Net Position (Continued)

b. Governmental Cash Fund Balances:

In the fund financial statements, cash fund balance is divided into five classifications based primarily on the extent to which the District is bound to observe constraints imposed upon the use of resources reported in Governmental Funds.

Cash fund balances are classified as follows:

- **Nonspendable** – Amounts that cannot be spent either because they are in a nonspendable form or because they are legally or contractually required to be maintained intact. There is no nonspendable cash fund balance at December 31, 2019.
- **Restricted** – Amounts that can be spent only for specific purposes because of state or federal laws, or externally imposed conditions by grantors or creditors.
- **Committed** – Amounts that can be used only for specific purposes determined by a formal action by the Board of Managers ordinance or resolution. There is no committed cash fund balance at December 31, 2019.
- **Assigned** – Amounts that are constrained by the District's intent to be used for specific purposes, but are neither restricted nor committed. In Governmental Funds other than the General Fund, assigned fund balance represents the remaining amount that is not restricted or committed. In the General Fund, assigned amounts represent intended uses established by the governing body itself. There is no assigned cash fund balance at December 31, 2019.
- **Unassigned** – Amounts that have not been restricted, committed, or assigned to a specific purpose in the General Fund. Other funds may also report a negative unassigned fund balance if the total nonspendable, restricted, and committed fund balances exceed the total net resources of that fund.

The District has formally adopted a fund balance policy for the General Fund. The District's policy is to maintain an unassigned fund balance not less than 15% of the subsequent year's budgeted disbursements.

c. Use of Restricted Resources:

When a disbursement is incurred that can be paid using either restricted or unrestricted resources, the District's policy is to first apply the disbursement toward the restricted fund balance/net position and then to other, less-restrictive classifications – committed and then assigned fund balance before using unassigned fund balance in governmental funds.

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Assets, Liabilities, and Fund Balance/Net Position (Continued)

3. Capital Assets

In the Fund Financial Statements, capital assets used in governmental fund operations are accounted for as capital outlay disbursements of the governmental funds upon acquisition.

Capital assets include property, plant and equipment.

E. Receipts and Disbursements

1. Property Tax Revenue

The District levies its property taxes within the District for the subsequent year during the month of December. The District receives its taxes in two installments in July and December.

The District also levies special assessments through the counties against property owners who obtain direct benefits from projects or property owners who request, through the petition process, to have a project undertaken. The special assessment collections are recorded in a manner similar to that for property taxes.

The property tax levy in 2019 includes certain state credits that are distributed to the District directly by the state. These credits are classified as intergovernmental receipts.

2. Disbursements

The District disburses funds as approved by the District's Board of Managers.

After claims are approved by the District's Board of Managers, the funds are then disbursed and recorded in the appropriate governmental fund.

F. Budgetary Information

Annual budgets for the General Fund are adopted on the cash basis, which is a special purpose framework other than accounting principles generally accepted in the United States of America. Budgeted amounts are as originally adopted, or as amended by the Board of Managers. The original and final budget for the General Fund is presented in the supplementary information section. The annual adopted budget for the General Fund is legally binding on the District. It is limited by state statute to \$250,000 and set by the Board for 2019 at \$250,000. The District has not prepared a budget for its major special revenue fund. All annual appropriations lapse at year-end.

G. Use of Estimates

The preparation of financial statements in accordance with the cash basis requires management to make estimates that affect amounts reported in the financial statements during the reporting period. Actual results could differ from such estimates.

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 2 STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Disclosure of certain information concerning individual funds include:

➤ The following funds had a deficit cash fund balance as of December 31, 2019:

#13 Halstad (#336 #II Corn Dikes)	\$ 82,664
#12 WR Twp Ditch (Assessed Projects)	106,924
#17 Lockhart Twp (Assessed Projects)	1,749
Proj. 30 Liab. to Hendrum Proj. (#30 Anth. PI.V.GR, Medo)	64,651
#44 Hendrum (Assessed Projects)	3,635
Clay Co. #4 # 269 (Ditches)	81,377
J.D. 53 Lat #2 (Ditches)	59,566
#362 Wild Rice River MPCA WRAP (Project Dev-Other)	289
#363 Marsh River MPCA WRAP (Project Dev-Other)	328
#370 2018 DRM Grant (Project Dev-Other)	6,355
#365 S. Branch WRR - NRCS WP (Proj Dev-RRC)	38,647
#366 Moccasin Creek - NRCS WP (Proj Dev-RRC)	19,239
#367 Green Meadow - NRCS WP (Proj Dev-RRC)	25,185
#009 Gunder Hanson (#368-2016 Rural Ring Dike)	3,197
Ph 000 - LGU Coordination (#369 One Watershed One Plan)	816
Ph 001 - Pre-Planning (#369 One Watershed One Plan)	17,218
Ph 002 - Planning (#369 One Watershed One Plan)	33,807
Ph 004 - Meetings and Expenses (#369 One Watershed One Plan)	20,175
Site 1 - 316790 Proj 9 South Br (FEMA 2019)	8,934
Site 2 - 316795 Upper Reaches M (FEMA 2019)	2,061
Site 3 - 316802 Upper Reaches M (FEMA 2019)	13,476
Site 4 - 316805 Green Meadow Da (FEMA 2019)	6,306
Site 5 - 316808 Moccasin Dam (FEMA 2019)	2,275
Site 6 - 316787 JD 56 L1 Section (FEMA 2019)	2,474
Site 7 - 316788 JD 56 L 1 Section (FEMA 2019)	2,474
Site 8 - 316789 Proj 9, Felton (FEMA 2019)	2,469
Site 9 - 316792 NCD 37 (FEMA 2019)	6,407
Site 10 - 316807 CCD 4 (FEMA 2019)	97
Site 11 - 316809 Upper Reaches (FEMA 2019)	22,103
Site 12 - 316766 CCD 3 (FEMA 2019)	97
Site 13 - 316768 CCD 20 (FEMA 2019)	1,110
Site 14 - 316794 Northern Improv. (FEMA 2019)	12,549
Site 15 - 316806 Sande Detention (FEMA 2019)	28,282
Site 16 - 346450 NCD 18 (FEMA 2019)	352

➤ Budgetary noncompliance disbursements were incurred in excess of appropriations in the following Governmental Fund:

	Budgeted Disbursements	Actual Disbursements	Transfers Included in Actual
General Fund	\$ 250,000	\$ 709,064	\$ -

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 3 DETAILED NOTES – TRANSACTION CLASSES/ACCOUNTS

A. Deposits and Investments

The District maintains a cash and investment pool that is available for use by all funds. Each fund's portion of this pool is displayed on the financial statements as Cash and Cash Equivalents. Interest is allocated based on management's estimate of interest earned by fund. In accordance with *Minnesota Statutes* the District maintains deposits at financial institutions which are authorized by the Board of Managers.

1. Deposits

The District is authorized by Minn. Stat. §§ 118A.02 and 118A.04 to designate a depository for public funds and to invest in certificates of deposit. The District is required by Minn. Stat. § 118A.03 to protect deposits with insurance, surety bond, or collateral. The market value of collateral pledged shall be at least ten percent more than the amount of deposit at the close of the financial institution's banking day, not covered by insurance, bonds, or an irrevocable standby letter of credit issued by the Federal Home Loan Bank.

Custodial Credit Risk

The risk that in the event of a financial institution failure, the District's deposits may not be returned. The District does not have a policy for custodial credit risk. At December 31, 2019, the District's deposits were entirely covered by Federal Deposit Insurance Corporation (FDIC) insurance or collateral in accordance with Minnesota Statutes.

Authorized collateral includes treasury bills, notes and bonds; issues of U.S. government agencies; general obligations rated "A" or better and revenue obligations rated "AA" or better; irrevocable standby letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral.

Cash balances consist of the following at December 31, 2019:

Carrying Balance	Bank Balance
<u>\$ 6,165,035</u>	<u>\$ 6,168,060</u>

2. Investments

The District may invest in the following types of investments as authorized by Minn. Stat. §§ 118A.04 and 118A.05:

- securities which are direct obligations or are guaranteed or insured issues of the United States, its agencies, its instrumentalities, or organizations created by an act of Congress, excluding mortgage-backed securities defined as "high risk" by Minn. Stat. § 118A.04, Subd.6;
- mutual funds through shares of registered investment companies provided the mutual fund receives certain ratings depending on its investments;

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 3 DETAILED NOTES – TRANSACTION CLASSES/ACCOUNTS (CONTINUED)

A. Deposits and Investments (Continued)

2. Investments (Continued)

The District may invest in the following types of investments as authorized by Minn. Stat. §§ 118A.04 and 118A.05: (Continued)

- general obligations of the State of Minnesota and its municipalities, and in certain state agency and local obligations of Minnesota and other states provided such obligations have certain specified bond ratings by a national bond rating service;
- bankers' acceptances of United States banks;
- commercial paper issued by United States corporations or their Canadian subsidiaries that is rated in the highest quality category by two nationally recognized rating agencies and matures in 270 days or less; and
- with certain restrictions, in repurchase agreements, securities lending agreements, joint powers investment trusts, and guaranteed investment contracts.

Interest Rate Risk

The risk that changes in interest rates could adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the District can manage its exposure to interest rate risk is by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities to meet cash requirements for ongoing operations.

Credit Risk

The risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. It is the District's policy to invest only in securities that meet the ratings requirements set by state statute.

Custodial Credit Risk

The risk that, in the event of the failure of the counterparty to a transaction, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

Concentration of Credit Risk

The risk of loss that may be caused by the District's investment in a single issuer. The District places no limit on the amount that it may invest in any one issuer.

The District had no investments at December 31, 2019.

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 3 DETAILED NOTES – TRANSACTION CLASSES/ACCOUNTS (CONTINUED)

B. Interfund Transfers

Transfers Out:		Transfers In:		
Fund Description	Amount	Fund Description	Amount	Reason
1 Red River Construction General	\$ 37,928	#365 South Branch WRR - NRCS WP	\$ 16,717	30% Local Cost Share
		#366 Moccasin Creek - NRCS WP	11,892	
		#367 Green Meadow - NRCS WP	9,319	
2 Red River Construction General	1,385	2016 Rural Ring Dike - #006 Todd	1,385	12.5% Local Cost Share
3 Red River Construction General	90,152	#12 Hendrum Road Raise	32,999	For unassessed projects and ditches
		#11 Perley Road Raise	110	
		#364 Property Acq/Demo	198	
		#173 Anderson Wetland	47	
		#368 - 2016 Rural Ring Dike	501	
		#354 Goose Prairie WMA	29,662	
		#357 Lower Wild Rice	6,437	
		#18 Violations	198	
		#12 Permits	20,000	
4 Red River Construction General	21,630	#365 South Branch WRR - NRCS WP	4,015	30% Local Cost Share
		#366 Moccasin Creek - NRCS WP	5,464	
		#367 Green Meadow - NRCS WP	12,151	
5 Red River Construction General	25,021	#365 South Branch WRR - NRCS WP	6,342	30% Local Cost Share
		#366 Moccasin Creek - NRCS WP	6,824	
		#367 Green Meadow - NRCS WP	11,855	
6 Red River Construction General	66,397	#8 Moccasin Creek	743	For unassessed projects and ditches
		#35 Sande Detention	1,059	
		#36 Marsh Creek 3	374	
		#36 Northern improvement	231	
		#38 Rockwell Dam	202	
		#39 Mashaug Dam	366	
		#364 Property Acq/Demo	99	
		#368 - 2016 Rural Ring Dike	399	
		2016 Rural Ring Dike - #007 Goldader	493	
		#369 One Watershed One Plan LGU Coord PH 000	1,303	
		#354 Goose Prairie WMA	13,973	
		#357 Lower Wild Rice	13,681	
		#18 Violations	1,032	
		#96 Bill Chisholm Complaint	411	
		#95 Robert Mitchell Complaint	778	
		#12 Permits	31,253	
7 Upper Reaches	138	Anderson Request	138	Transfer from sub account to regular
8 Red River Construction General	270	#13 Halstad	270	Transfer grant ineligible costs to RRC
9 Red River Construction General	43,389	#365 South Branch WRR - NRCS WP	8,319	30% Local Cost Share
		#367 Green Meadow - NRCS WP	15,503	
		#366 Moccasin Creek - NRCS WP	19,567	
10 Red River Construction General	56,939	#8 Moccasin Creek	541	For unassessed projects and ditches
#12 Hendrum Road Raise	50,575	#35 Sande Detention	4,293	
		#36 Northern Improvement Dam	1,950	
		#38 Rockwell Dam	291	
		#11 Perley Road Raise	316	
		#364 Property Acq/Demo	1,869	
		#368 - 2016 Rural Ring Dike	977	
		#354 Goose Prairie WMA	23,981	
		#357 Lower Wild Rice	6,840	
		#99 Walworth Twp 23	326	
		#98 Walworth Twp 22	411	
		#97 Kevin Chisholm Complaint	896	
		#96 Bill Chisholm Complaint	997	
		#91 Corey Hanson Complaint	693	
		#18 Violations	1,413	
		#12 Permits	35,897	
		RRC - Levy Admin Work	1,002	
		#369 One Watershed One Plan LGU Coord PH 000	23,842	
		2016 Rural Ring Dike - #010 Harless	635	
		#173 Anderson Wetland	344	

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 3 DETAILED NOTES – TRANSACTION CLASSES/ACCOUNTS (CONTINUED)

B. Interfund Transfers (Continued)

Transfers Out:		Transfers In:		Reason
Fund Description	Amount	Fund Description	Amount	
11 Upper Reaches	1,274	Anderson Request	1,274	Transfer from sub account to regular
12 Red River Construction General	53,599	#365 South Branch WRR - NRCS WP	23,274	30% Local Cost Share
		#366 Moccasin Creek - NRCS WP	12,996	
		#367 Green Meadow - NRCS WP	17,329	
13 Upper Reaches	481	Anderson Request	481	Transfer from sub account to regular
14 Red River Construction General	201,381	#36 Marsh Creek 3	139	
#8 Moccasin Creek	487	#38 Rockwell Dam	124	
#35 Sande Detention	3,015	#39 Mashaug Dam	137	
#36 Northern Improvement	1,819	#375 Property Acq/Demo	420	
		#12 Hendrum Road Raise	85,972	
		#364 Property Acq/Demo	4,190	
		#369 One Watershed One Plan LGU Coord PH 000	4,516	
		#368 - 2016 Rural Ring Dike	693	
		#354 Goose Prairie WMA	57,490	
		#357 Lower Wild Rice	6,365	
		#102 Hendricks	326	
		#101 Domogalla	831	
		#100 Pinske	963	
		#99 Walworth Twp 23	81	
		#98 Walworth Twp 22	81	
		#97 Kevin Chisholm Complaint	245	
		#96 Bill Chisholm Complaint	1,516	
		#91 Corey Hanson Complaint	81	
		#18 Violations	4,007	
		#12 Permits	22,976	
		FEMA 2019 - Other (FEMA 2019)	15,410	
		#173 Anderson Wetland	139	
15 Red River Construction: Dist Owned Acquisitions	429	Red River Construction General	78,460	For unassessed projects and ditches
Red River Construction: Leased Ag Property	78,031			
16 #365 South Branch WRR - NRCS WP	9,706	Red River Construction General	26,265	Project Team Allocation
#366 Moccasin Creek - NRCS WP	9,941			
#367 Green Meadow - NRCS WP	6,618			
17 Red River Construction General	996	#365 South Branch WRR - NRCS WP	551	Transfer grant ineligible costs to RRC
		#366 Moccasin Creek - NRCS WP	402	
		#367 Green Meadow - NRCS WP	43	
18 #365 South Branch WRR - NRCS WP	11	#30 Anth. Pl. V. Gr. Meado	11	Correct Error on HEI invoice 35120 7/05/2017

The Statement of Cash Receipts, Disbursements, and Changes in Cash Fund Balances reports net transfers by fund.

C. Long-term Liabilities

Compensated Absences

The change in accrued compensated absences for the year ended December 31, 2019, was as follows:

	Beginning Balance	Additions	Deductions	Ending Balance	Due in More Than One Year
Governmental Activities					
Other Liabilities:					
Accrued Compensated Absences	\$ 18,595	\$ 977	\$ -	\$ 19,572	\$ 19,572

The liability for this amount is not recorded in the fund financial statements as they are prepared on the cash basis of accounting.

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 3 DETAILED NOTES – TRANSACTION CLASSES/ACCOUNTS (CONTINUED)

C. Long-term Liabilities (Continued)

Compensated Absences (Continued)

Accrued compensated absences are payable from the General Fund.

D. Cash Fund Balances

At December 31, 2019, Governmental Cash Fund Balances consist of the following:

	General	RRWMB Management	Red River Const. General-Other	#12 Hendrum Road Raise (#336 #111 Community Dikes)	#13 Halstad (336 #11 Community Dikes)	Nonmajor Governmental Funds	Total Governmental Funds
Restricted for:							
Capital Projects	\$ -	\$ -	\$ 3,812,420	\$ -	\$ -	\$ 2,902,082	\$ 6,714,502
Special Revenue	-	10,480	-	-	-	-	10,480
Total Restricted	-	10,480	3,812,420	-	-	2,902,082	6,724,982
Unassigned (Deficit)	117,341	-	-	-	(82,664)	(594,624)	(559,947)
Total Cash Fund Balances (Deficit)	<u>\$ 117,341</u>	<u>\$ 10,480</u>	<u>\$ 3,812,420</u>	<u>\$ -</u>	<u>\$ (82,664)</u>	<u>\$ 2,307,458</u>	<u>\$ 6,165,035</u>

NOTE 4 OTHER NOTES

A. Defined Benefit Pension Plan - Statewide

Plan Description

All full-time and certain part-time employees of the District are covered by defined benefit plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the General Employees Retirement Plan (accounted for in the General Employees Fund), which is a cost-sharing, multiple-employer retirement plan. This plan is established and administered in accordance with Minnesota Statutes, Chapters 353 and 356.

General Employees Plan members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security and Basic Plan members are not. All new members must participate in the Coordinated Plan.

PERA provides retirement benefits as well as disability benefits to members and survivor benefits upon death of eligible members. Benefits are established by state statute. Benefits for members of the General Employees Plan vest after five years of credited service. The defined benefit retirement plan benefits are based on a member's highest average salary for any 5 years of allowable service, age, and years of credit at termination of service.

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 4 OTHER NOTES (CONTINUED)

A. Defined Benefit Pension Plan – Statewide (Continued)

Plan Description (Continued)

Two methods are used to compute benefits for PERA's Coordinated Plan members. Members hired prior to July 1, 1989, receive the higher of Method 1 or Method 2 formulas. Only Method 2 is used for members hired after June 30, 1989. Under Method 1, the accrual rate for Coordinated members is 1.2% for each of the first 10 years of service and 1.7% for each additional year. The rates are 2.2% and 2.7%, respectively, for Basic members. Under Method 2, the accrual rate for Coordinated members is 1.7% for all years of service, and 2.7% for Basic members. The accrual rates for former MERF members is 2.0% for each of the first 10 years of service and 2.5% for each additional year. For members hired prior to July 1, 1989, a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989 normal retirement age is the age for unreduced Social Security benefits capped at 66.

For all General Employee Plan members hired prior to July 1, 1989 whose annuity is calculated using Method 1, a full annuity is available when age plus years of service equal 90. Method 2 provides for unreduced retirement benefits at age 65 for members first hired prior to July 1, 1989 or age 66 (the age for unreduced Social Security benefits), for those first hired on or after that date. Early retirement may begin at age 55 with an actuarial reduction (about six percent per year) for members retiring prior to full retirement age.

There are different types of annuities available to members upon retirement. A single-life annuity is a lifetime annuity that ceases upon the death of the retiree--no survivor annuity is payable. There are also various types of joint and survivor annuity options available which will be payable over joint lives. Members may also leave their contributions in the fund upon termination of public service in order to qualify for a deferred annuity at retirement age. Refunds of contributions are available at any time to members who leave public service, but before retirement benefits begin.

The benefit provisions stated in the previous paragraphs of this section are current provisions and apply to active plan participants.

PERA issues a publicly available financial report that includes financial statements and required supplementary information for the General Employees Plan. That report may be obtained on PERA's website at www.mnpera.org/about/financial.

Funding Policy

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. These statutes are established and amended by the state legislature. The District makes annual contributions to the pension plans equal to the amount required by state statutes. General Employees Basic Plan members and Coordinated Plan members were required to contribute 9.1% and 6.5%, respectively, of their annual covered salary in 2019. In 2019, the District was required to contribute the following percentages of annual covered payroll: 11.78% for Basic Plan members and 7.5% for Coordinated Plan members.

**WILD RICE WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019**

NOTE 4 OTHER NOTES (CONTINUED)

A. Defined Benefit Pension Plan – Statewide (Continued)

Funding Policy (Continued)

The District's contributions to the General Employees Fund for the years ending December 31, 2019, 2018, and 2017, were \$13,624, \$13,115, and \$12,244, respectively.

B. Risk Management

The District is exposed to various risks of loss related to torts, theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. In order to protect against these risks of loss, the District purchases commercial insurance. During the year ended December 31, 2019, there were no significant reductions in insurance coverage from the prior year. Settled claims have not exceeded the District's commercial coverage in any of the past three years.

C. Joint Powers Agreement

The District is one of eight members who established a joint powers agreement creating the Red River Watershed Management Board to collectively allow for more orderly and efficient water management and flood control policies.

D. Contingencies

The District participates in state and federal grant programs that are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the District has not complied with the rules and regulations governing the grants, refunds of grant funds received may be required. The District is not aware of any significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants. An estimate of possible loss or range of loss cannot be made.

SUPPLEMENTARY INFORMATION SECTION

WILD RICE WATERSHED DISTRICT
BUDGETARY COMPARISON SCHEDULE - CASH BASIS
GENERAL FUND
YEAR ENDED DECEMBER 31, 2019

	BUDGETED AMOUNTS		ACTUAL	VARIANCE WITH
	ORIGINAL	FINAL	AMOUNTS	FINAL BUDGET POSITIVE (NEGATIVE)
Beginning Cash Fund Balance - January 1	\$ 572,212	\$ 572,212	\$ 572,212	\$ -
RECEIPTS				
Taxes				
Property Taxes and Special Assessments	250,000	250,000	242,620	(7,380)
Total Taxes	250,000	250,000	242,620	(7,380)
Intergovernmental				
Market Value	-	-	6,161	6,161
Total Intergovernmental	-	-	6,161	6,161
Miscellaneous				
Interest Earnings	-	-	5,412	5,412
Total Miscellaneous	-	-	5,412	5,412
Total Receipts	250,000	250,000	254,193	4,193
Amounts Available for Appropriation	822,212	822,212	826,405	4,193
DISBURSEMENTS				
General Government				
Administrative	95,000	95,000	93,403	1,597
Advisory Board	4,000	4,000	1,824	2,176
Annual Report/Audit	10,000	10,000	5,919	4,081
Capital Outlay	12,500	12,500	476,112	(463,612)
Education Programs	3,000	3,000	5,834	(2,834)
Engineering	14,000	14,000	12,433	1,567
Insurance and Bonds	18,000	18,000	14,720	3,280
Legal Fees	13,000	13,000	9,099	3,901
Managers Expenses	33,000	33,000	37,364	(4,364)
Mediation Project Team	5,000	5,000	-	5,000
Office Equipment and Maintenance	15,000	15,000	5,281	9,719
Organization Dues	3,000	3,000	10,466	(7,466)
Overall Plan	1,500	1,500	-	1,500
Programs	-	-	825	(825)
Reimbursements and Other	-	-	4,478	(4,478)
Supplies, Publications, and Postage	8,000	8,000	9,341	(1,341)
Technical Equipment and Support	10,000	10,000	17,237	(7,237)
Utilities	5,000	5,000	4,728	272
Total General Government/Disbursements (Charges to Appropriations)	250,000	250,000	709,064	(459,064)
CASH FUND BALANCE - DECEMBER 31	\$ 572,212	\$ 572,212	\$ 117,341	\$ (454,871)

WILD RICE WATERSHED DISTRICT
COMBINING STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND
CHANGES IN CASH FUND BALANCES - CASH BASIS
NONMAJOR GOVERNMENTAL FUNDS
CAPITAL PROJECTS FUNDS
YEAR ENDED DECEMBER 31, 2019

	RECEIPTS	DISBURSEMENTS	RECEIPTS OVER (UNDER) DISBURSEMENTS	NET TRANSFERS IN (OUT)
Survey and Data	\$ 2,362	\$ -	\$ 2,362	\$ -
Ph 10 2018 Anderson Request (Upper Reaches)	-	1,893	(1,893)	1,893
Upper Reaches- Other (Upper Reaches)	120,748	55,210	65,538	(1,893)
#1 Norman Co. D #1 (Assessed Projects)	59,579	11,008	48,571	-
#2 Heiberg Dam (Assessed Projects)	3,961	328	3,633	-
#3 Ditch #20, Mary Twp (Assessed Projects)	1,291	632	659	-
#4 Becker Dams (Assessed Projects)	14,491	1,672	12,819	-
#5 Norman Polk (Assessed Projects)	35,791	47,221	(11,430)	-
#6 Lake Ida (Assessed Projects)	8,412	1,623	6,789	-
# 9 South Branch (Assessed Projects)	55,575	42,841	12,734	-
#12 WR Twp. Ditch (Assessed Projects)	13,121	8,787	4,334	-
#13 Olson Agassiz (Assessed Projects)	16,008	9,385	6,623	-
#14 N.C. Ditch #45 (Assessed Projects)	21,025	17,271	3,754	-
#16 Anthony Twp. (Assessed Projects)	3,657	2,515	1,142	-
#17 Lockhart Twp. (Assessed Projects)	2,502	7,733	(5,231)	-
#18 N.C. Ditch #64 (Assessed Projects)	7,488	7,889	(401)	-
#19 Ditches 35, 10 & 16 (Assessed Projects)	30,393	17,369	13,024	-
#20 Clay J.D. #45, Lat. 1 & 2 (Assessed Projects)	55,888	6,232	49,656	-
#23 NC D#34, Lat #1 (Assessed Projects)	688	201	487	-
#25 NC Ditch #38 (Assessed Projects)	6,463	5,043	1,420	-
#27 Lat. A Mahn Co #3 (Assessed Projects)	1,756	601	1,155	-
#29 Atlanta Twp. (Assessed Projects)	2,573	422	2,151	-
Proj. 30 Liab. To Hendrum Proj. (#30 Anth. Pl. V, Gr. Medo)	-	32,981	(32,981)	-
#30 Anth. Pl. V, Gr. Medo (Assessed Projects)	93,439	20,716	72,723	11
#31 Hegne Twp. Ditch (Assessed Projects)	10,523	8,830	1,693	-
#32 Hegne Anthony Cutoff (Assessed Projects)	3,082	3,425	(343)	-
#34 Lat. B Mahn # 3 (Assessed Projects)	1,443	2,885	(1,442)	-
#40 Dalen Coulee (Assessed Projects)	25,629	19,014	6,615	-
#43 Perley (Assessed Projects)	6,236	10,604	(4,368)	-
#44 Hendrum (Assessed Projects)	7,077	13,039	(5,962)	-
N.C. #11 (Ditches)	2,824	2,216	608	-
N.C. #12 - Proj #24 (Ditches)	2,288	3,216	(928)	-
N.C. #15 (Ditches)	3,246	232	3,014	-
N.C. #18 (Ditches)	18,643	5,132	13,511	-
N.C. #18, Lat. #1 (Ditches)	1,761	686	1,075	-
N.C. #21 (Ditches)	2,072	323	1,749	-
N.C. #22 (Ditches)	32	68	(36)	-
N.C. #37 (Ditches)	3,452	4,427	(975)	-
Clay Co. #4 #269 (Ditches)	-	937	(937)	-
Clay Co. #6 (Ditches)	15,048	1,537	13,511	-
Clay Co. #7 (Ditches)	33	68	(35)	-
Clay Co. #8 (Ditches)	28,544	331	28,213	-
Clay Co. #14 (Ditches)	21,955	443	21,512	-
Clay Co. #18 (Ditches)	23,399	9,302	14,097	-
Clay Co. #42 (Ditches)	5,742	136	5,606	-
Clay Co. #44 (Ditches)	3,794	352	3,442	-
Clay Co. #52 (Ditches)	3,680	1,362	2,318	-
J.D. 53-Main-Lockhart Flood (Ditches)	17,115	10,835	6,280	-
J.D. 53 Lat #1 (Ditches)	32,262	5,107	27,155	-
J.D. 53 Lat #2 (Ditches)	27,701	16,419	11,282	-
J.D. 56 (Ditches)	14,559	1,237	13,322	-
J.D. 56 Lat #1 (Ditches)	12,651	751	11,900	-
#358 Clearwater Co. #3 (Ditches)	13,066	1,099	11,967	-
#8 Moccasin Creek (Unassessed)	-	797	(797)	797

NET CHANGE IN CASH FUND BALANCES	CASH FUND BALANCES (DEFICIT) - BEGINNING	CASH FUND BALANCES (DEFICIT) - ENDING
\$ 2,362	\$ 48,621	\$ 50,983
-	-	-
63,645	179,709	243,354
48,571	94,183	142,754
3,633	62,319	65,952
659	11,700	12,359
12,819	159,666	172,485
(11,430)	114,257	102,827
6,789	38,746	45,535
12,734	15,565	28,299
4,334	(111,258)	(106,924)
6,623	40,758	47,381
3,754	38,250	42,004
1,142	10,511	11,653
(5,231)	3,482	(1,749)
(401)	88,418	88,017
13,024	24,935	37,959
49,656	173,601	223,257
487	35,686	36,173
1,420	40,645	42,065
1,155	10,726	11,881
2,151	25,790	27,941
(32,981)	(31,670)	(64,651)
72,734	140,549	213,283
1,693	66,998	68,691
(343)	17,788	17,445
(1,442)	4,700	3,258
6,615	55,454	62,069
(4,368)	10,970	6,602
(5,962)	2,327	(3,635)
608	92	700
(928)	50,142	49,214
3,014	23,913	26,927
13,511	69,172	82,683
1,075	5,777	6,852
1,749	13,876	15,625
(36)	1,670	1,634
(975)	31,866	30,891
(937)	(80,440)	(81,377)
13,511	26,850	40,361
(35)	1,757	1,722
28,213	77,461	105,674
21,512	75,260	96,772
14,097	69,327	83,424
5,606	23,790	29,396
3,442	16,518	19,960
2,318	11,342	13,660
6,280	85,256	91,536
27,155	33,990	61,145
11,282	(70,848)	(59,566)
13,322	124,617	137,939
11,900	51,207	63,107
11,967	18,463	30,430
-	-	-

WILD RICE WATERSHED DISTRICT
COMBINING STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND
CHANGES IN CASH FUND BALANCES - CASH BASIS
NONMAJOR GOVERNMENTAL FUNDS
CAPITAL PROJECTS FUNDS (CONTINUED)
YEAR ENDED DECEMBER 31, 2019

	RECEIPTS	DISBURSEMENTS	RECEIPTS OVER (UNDER) DISBURSEMENTS	NET TRANSFERS IN (OUT)
#35 Sande Detention (Unassessed)	-	2,337	(2,337)	2,337
#36 Marsh Creek 3 (Unassessed)	-	513	(513)	513
#36 Northern Improvement Dam (Unassessed)	-	362	(362)	362
#38 Rockwell Dam (Unassessed)	-	617	(617)	617
#39 Mashaug Dam (Unassessed)	-	503	(503)	503
RRC - Levy Admin Work (Red River Construction)	-	1,002	(1,002)	1,002
District Owned Acquisitions (Red River Construction General)	1,210	781	429	(429)
Leased AG Property (Red River Construction General)	95,200	17,169	78,031	(78,031)
#11 Perley Road Raise (#336 #III Community Dikes)	-	426	(426)	426
#362 Wild Rice River MPCA WRAP (Project Dev - Other)	64,682	44,162	20,520	-
#363 Marsh River MPCA WRAP (Project Dev - Other)	67,210	48,644	18,566	-
#364 Property Acquisition/Demo (Project Dev - Other)	-	6,356	(6,356)	6,356
#370 2018 DRM Grant (Project Dev - Other)	-	12,701	(12,701)	-
#375 2019 Property Acquisition (Project Dev - Other)	-	420	(420)	420
#173 Anderson Wetland #5 (Project Dev - RRC)	-	530	(530)	530
#354 Goose Prairie WMA Storage (Project Dev - RRC)	8,675	133,781	(125,106)	125,106
#357 Lower Wild Rice (Project Dev - RRC)	2,001	35,324	(33,323)	33,323
#365 S Branch WRR - NRCS WP (Project Dev - RRC)	123,317	134,082	(10,765)	49,501
#366 Moccasin Creek - NRCS WP (Project Dev - RRC)	146,511	147,837	(1,326)	47,204
#367 Green Meadow - NRCS WP (Project Dev - RRC)	130,452	174,509	(44,057)	59,582
#005 Moore (#368 - 2016 Rural Ring Dike)	-	6,352	(6,352)	-
#006 Todd (#368 - 2016 Rural Ring Dike)	-	-	-	1,385
#007 Goldader (#368 - 2016 Rural Ring Dike)	-	493	(493)	493
#010 Harless (#368 - 2016 Rural Ring Dike)	-	635	(635)	635
#008 Hewson (#368 - 2016 Rural Ring Dike)	8,802	6,425	2,377	-
#009 Gunder Hanson (#368 - 2016 Rural Ring Dike)	-	3,197	(3,197)	-
#368 - 2016 Rural Ring Dike - Other (Project Dev - RRC)	-	2,570	(2,570)	2,570
Ph 000 - LGU Coordination (#369 One Watershed One Plan)	-	30,477	(30,477)	29,661
Ph 001 - Pre-Planning (#369 One Watershed One Plan)	-	17,218	(17,218)	-
Ph 002 - Planning (#369 One Watershed One Plan)	-	33,807	(33,807)	-
Ph 004 - Meetings and Expenses (#369 One Watershed One Plan)	-	20,175	(20,175)	-
#369 One Watershed One Plan (Project Dev - RRC)	124,243	14,751	109,492	-
#91 Corey Hanson Complaint 2018 (#18 Violations)	-	774	(774)	774
#95 Robert Mitchell Complaint (#18 Violations)	-	778	(778)	778
#96 Bill Chisholm Complaint (#18 Violations)	-	2,924	(2,924)	2,924
#97 Kevin Chisholm 2019 Complaint (#18 Violations)	-	1,141	(1,141)	1,141
#98 Walworth Twp 22 (#18 Violations)	-	492	(492)	492
#99 Walworth Twp 23 (#18 Violations)	-	407	(407)	407
#100 Pinski Complaint (#18 Violations)	-	963	(963)	963
#101 Domogalla 2019 (#18 Violations)	-	831	(831)	831
#102 Hendricks 2019 (#18 Violations)	-	326	(326)	326
#18 Violations - Other (#18 Violations)	-	6,650	(6,650)	6,650
#12 Permits - Other (#12 Permits)	-	110,126	(110,126)	110,126
Site 1 - 316790 Proj 9 South Br (FEMA 2019)	-	8,934	(8,934)	-
Site 2 - 316795 Upper Reaches M (FEMA 2019)	-	2,061	(2,061)	-
Site 3 - 316802 Upper Reaches M (FEMA 2019)	-	13,476	(13,476)	-
Site 4 - 316805 Green Meadow Da (FEMA 2019)	-	6,306	(6,306)	-
Site 5 - 316808 Moccasin Dam (FEMA 2019)	-	2,275	(2,275)	-
Site 6 - 316787 JD 56 L1 Section (FEMA 2019)	-	2,474	(2,474)	-
Site 7 - 316788 JD 56 L 1 Section (FEMA 2019)	-	2,474	(2,474)	-
Site 8 - 316789 Proj 9, Felton (FEMA 2019)	-	2,469	(2,469)	-
Site 9 - 316792 NCD 37 (FEMA 2019)	-	6,407	(6,407)	-
Site 10 - 316807 CCD 4 (FEMA 2019)	-	97	(97)	-

NET CHANGE IN CASH FUND BALANCES	CASH FUND BALANCES (DEFICIT) - BEGINNING	CASH FUND BALANCES (DEFICIT) - ENDING
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
20,520	(20,809)	(289)
18,566	(18,894)	(328)
-	-	-
(12,701)	6,346	(6,355)
-	-	-
-	-	-
-	-	-
38,736	(77,383)	(38,647)
45,878	(65,117)	(19,239)
15,525	(40,710)	(25,185)
(6,352)	6,352	-
1,385	812	2,197
-	-	-
-	-	-
2,377	-	2,377
(3,197)	-	(3,197)
-	-	-
(816)	-	(816)
(17,218)	-	(17,218)
(33,807)	-	(33,807)
(20,175)	-	(20,175)
109,492	(5,863)	103,629
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
(8,934)	-	(8,934)
(2,061)	-	(2,061)
(13,476)	-	(13,476)
(6,306)	-	(6,306)
(2,275)	-	(2,275)
(2,474)	-	(2,474)
(2,474)	-	(2,474)
(2,469)	-	(2,469)
(6,407)	-	(6,407)
(97)	-	(97)

**WILD RICE WATERSHED DISTRICT
COMBINING STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND
CHANGES IN CASH FUND BALANCES - CASH BASIS
NONMAJOR GOVERNMENTAL FUNDS
CAPITAL PROJECTS FUNDS (CONTINUED)
YEAR ENDED DECEMBER 31, 2019**

	RECEIPTS	DISBURSEMENTS	RECEIPTS OVER (UNDER) DISBURSEMENTS	NET TRANSFERS IN (OUT)
Site 11 - 316809 Upper Reaches (FEMA 2019)	-	22,103	(22,103)	-
Site 12 - 316766 CCD 3 (FEMA 2019)	-	97	(97)	-
Site 13 - 316768 CCD 20 (FEMA 2019)	-	1,110	(1,110)	-
Site 14 - 316794 Northern Improv. (FEMA 2019)	-	12,549	(12,549)	-
Site 15 - 316806 Sande Detention (FEMA 2019)	-	28,282	(28,282)	-
Site 16 - 346450 NCD 18 (FEMA 2019)	-	352	(352)	-
FEMA 2019 - Other (FEMA 2019)	-	15,410	(15,410)	15,410
Total	<u>\$ 1,637,371</u>	<u>\$ 1,574,827</u>	<u>\$ 62,544</u>	<u>\$ 425,696</u>

NET CHANGE IN CASH FUND BALANCES	CASH FUND BALANCES (DEFICIT) - BEGINNING	CASH FUND BALANCES (DEFICIT) - ENDING
(22,103)	-	(22,103)
(97)	-	(97)
(1,110)	-	(1,110)
(12,549)	-	(12,549)
(28,282)	-	(28,282)
(352)	-	(352)
-	-	-
<u>\$ 488,240</u>	<u>\$ 1,819,218</u>	<u>\$ 2,307,458</u>

**WILD RICE WATERSHED DISTRICT
SCHEDULE OF ACCOUNTS RECEIVABLE
YEAR ENDED DECEMBER 31, 2019**

FUND	SOURCE OF REVENUE AND PURPOSE		AMOUNT
Capital Projects	Becker County	Property Taxes and Special Assessments	\$ 2,657
Capital Projects	Clay County	Property Taxes and Special Assessments	5,147
Capital Projects	Clearwater County	Property Taxes and Special Assessments	387
Capital Projects	Mahnomen County	Property Taxes and Special Assessments	4,642
Capital Projects	Norman County	Property Taxes and Special Assessments	21,709
Capital Projects	NRCS	Grants Income	125,065
Capital Projects	Polk County	Property Taxes and Special Assessments	675
Capital Projects	State of Minnesota	Grants Income	122,542
General	Becker County	Property Taxes and Special Assessments	784
General	Clay County	Property Taxes and Special Assessments	1,537
General	Clearwater County	Property Taxes and Special Assessments	103
General	Mahnomen County	Property Taxes and Special Assessments	1,373
General	Norman County	Property Taxes and Special Assessments	3,054
General	Polk County	Property Taxes and Special Assessments	103
General	Red River Management Board	Reimbursements	440
Special Revenue	Becker County	Property Taxes and Special Assessments	2,657
Special Revenue	Clay County	Property Taxes and Special Assessments	5,149
Special Revenue	Clearwater County	Property Taxes and Special Assessments	348
Special Revenue	Mahnomen County	Property Taxes and Special Assessments	4,623
Special Revenue	Norman County	Property Taxes and Special Assessments	10,235
Special Revenue	Polk County	Property Taxes and Special Assessments	351
			<u><u>\$ 313,581</u></u>

**SCHEDULE OF ACCOUNTS PAYABLE
YEAR ENDED DECEMBER 31, 2019**

FUND	VENDOR NAME	ITEM AND PURPOSE	CHECK NUMBER	AMOUNT
Capital Projects	Braun Intertec	Geotechnical Evaluation	17417	\$ 8,004
Capital Projects	Ellingson Drainage	Cost Share	17420	12,500
Capital Projects	Gordon Construction	Repairs & Clean Out	17423	11,100
Capital Projects	Norman County Treas./Aud.	Beaver Control Program	17428	105
Capital Projects	Rinke Noonan	Consulting	17434	345
Capital Projects	Hanson Law Office	Legal	17436	969
General	Ada City	Utilities	ACH	290
General	Al's Disposal	Dumpster Rental & Service	17415	765
General	Ameripride	Rugs	17416	83
General	Arvig	Telephone	ACH	400
General	Cardmember Service	Software/Conference/Supplies	17418	2,285
General	Kenneth Aaron Kesselberg	Snow Removal	17425	345
General	Marco	Copier Lease	ACH	588
General	McCollum Hardware	Supplies	17425	82
General	Northwest Beverage	Water	17429	32
General	Office Supplies Plus	Supplies	17430	7
General	Renae Kappes	Cleaning	17433	120
General	Supermarket Foods	Supplies	17435	29
General	Verizon Wireless	Telephone	ACH	149
General	Hanson Law Office	Legal	17436	620
Special Revenue	Red River Watershed Mgmt. Board	1/2 Cost Reimbursement	17431	10,480
				<u><u>\$ 49,298</u></u>

OTHER REPORT SECTION



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Schiessl CPAs, Ltd.
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INDEPENDENT AUDITOR'S REPORT ON MINNESOTA LEGAL COMPLIANCE

To the Board of Managers
Wild Rice Watershed District
Ada, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of the Wild Rice Watershed District, Ada, Minnesota, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated May 29, 2020.

In connection with our audit, nothing came to our attention that caused us to believe that the District failed to comply with the provisions of the contracting and bidding, deposits and investments, conflicts of interest, claims and disbursements, and miscellaneous provisions of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the District's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

This report is intended solely for the information and use of those charged with governance and management of the District and the State Auditor and is not intended to be, and should not be, used by anyone other than these specified parties.

Clasen Stegner & Schiessl CPAs, Ltd.

Clasen Stegner & Schiessl CPAs, Ltd.
Consultants & Accountants

Pequot Lakes, Minnesota
May 29, 2020