

BOARD MEETING AGENDA
Coon Creek Watershed District Offices - Board Room
Tuesday, November 12, 2024, 5:30 p.m.

Board of Managers:

Jim Hafner, President; Erin Lind, Vice President; Jason Lund, Secretary; Mary Campbell, Treasurer; Dwight McCullough, Member at Large

Note: Individuals with items on the agenda or who wish to speak to the Board are encouraged to be in attendance when the meeting is called to order.

- 1. Call to Order**
- 2. Approval of the Agenda** (*Additions/Corrections/Deletions*)
- 3. Announcements**
- 4. Open Mic/Public Comment**

*Members of the public at this time may address the Board, for **up to three minutes**, on a matter not on the Agenda. Individuals wishing to be heard must sign in with their name and address at the door. Additional comments may be accepted in writing. Board action or discussion should **not** be expected during the presentation of public comment/open mic. Board members may direct staff to research the matter further or take the matter under advisement for consideration at a future Board meeting.*

CONSENT ITEMS

The consent agenda is considered as one item of business. It consists of routine administrative items or items not requiring discussion. Items can be removed from the consent agenda at the request of a Board member, staff member or a member of the audience.

- 5. Approval of Minutes – October 28th, 2024**
- 6. Administrator's Report**
- 7. Advisory Committee Report**
- 8. Bills/Accounts Payable**

POLICY ITEMS

- 9. Comprehensive Watershed Management Plan**
- 10. 2023 Audit**

PERMIT ITEMS

- 11. 24-052 BLAN-CNRD Crossings**
- 12. 24-050 Chase Bank Andover**

DISCUSSION ITEMS

- 13. 2024 Minnesota Watersheds Annual Conference (Formerly MAWD)**
- 14. Carlos Avery WMA Master Plan Comments**

INFORMATIONAL ITEMS

ADJOURN

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS' MEETING

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Monday, October 28, 2024, at the Coon Creek Watershed District Office.

1. Call to Order

The meeting was called to order at 5:31 PM

Board Members Present: Jim Hafner, Dwight McCullough, Mary Campbell, and Jason Lund

Board Member Absent: Erin Lind

Staff Present: Tim Kelly, Bobbie Law, Jon Janke, Erin Margl, and Michelle Ulrich

Stakeholders present: Art Rosenberg, Paul Boerboom, and Adam Ginkel

2. Approval of the Agenda

Board Member Campbell moved to amend the agenda to add permitting items 8, 10, 11, and 12 to the consent agenda and add informational item number 13. Seconded by Board Member Lund. The motion carried with 4 yeas (Board Members Lund, Hafner, Campbell, and McCullough) and no nays.

3. Announcements

3 announcements were made as follows:

- a. The 2023 audit is complete.
- b. On Wednesday, October 23rd the Board of Water and Soil Resources approved the Coon Creek Watershed District's Comprehensive Watershed Management Plan. The Board will formally adopt the new plan at their regular meeting on November 12th, 2024.
- c. Per the separation from Anoka County, all District staff and managers have been given "new hire" documents to be completed by November 8th, 2024.

4. Open Mic/Public Comment

No one was present for comment.

CONSENT ITEMS

5. Approval of Minutes of October 14, 2024

6. Approval of Bills for Payment:

Claims totaling \$203,702.27 on the following disbursement(s) list will be issued and released upon Board approval.

Vendor	Amount
V0015--ANOKA COUNTY MN	149,532.83
V0063--NORTHERN NATURAL GAS COMPANY	3,807.87
V0090--CENTERPOINT ENERGY-UTILITY	59.46

V0110--RESPEC COMPANY LLC	8,275.00
V0110--RESPEC COMPANY LLC	28,158.75
V0110--RESPEC COMPANY LLC	1,170.00
V0112--ELFELT, CORINNE K	137.62
V0128--YTS COMPANIES LLC	5,643.75
V0138--RMB ENVIRONMENTAL LABORATORIES INC	207.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	165.00
V0197--VANDERBILT, CHASE	30.00
V0247--POOP 911 OF MPLS STP LLC	731.40
V0284--LASALLE INVESTEMENTS LLC	5,533.59
V0340--AVAIL ACADEMY-BLAINE	250.00
Grand total	203,702.27

The following permit items were moved to the Consent Agenda.

8. 24-051 Elevate Hope Addition

The purpose of this project, located South of East Ham Lake Dr. NE and west of Xylite St NE in Ham Lake, is to grade and construct two single-family home lots.

The staff recommendation was to approve permit application number P-24-051 with 2 conditions and 0 stipulations as presented in the staff report:

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,400.00.

Rule 4.0 – Soils and Erosion Control

2. Update the erosion and sediment control plan to include a note that streets shall be swept clean of sediment by the end of each workday.

10. 24-032 Hwy 10 Congestion Mitigation

The purpose of this project, located at Highway 10 from Round Lake Boulevard to Creek Meadow Drive in Coon Rapids, is to add new lanes to US 10.

The staff recommendation was to approve permit application number P-24-032 with 3 conditions and 5 stipulations as presented in the staff report:

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of escrow in the amount of \$37,100.00

Rule 4.0 – Soils and Erosion Control

2. Update the erosion and sediment control plan/SWPPP to denote that exposed soils and stockpiles must be stabilized within 24 hours of inactivity.

Rule 5.0 – Wetlands

3. Provide a Notice of Decision or signed Attachment E from the WCA LGU (MNDOT) approving the wetland impacts shown in the Wetland Impacts Figure submitted 9/17/2024.

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

1. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)
2. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule and quantities prior to construction.
3. Submittal of as-built (invert, pipe material, pipe size) for culvert installation within County Ditch 54-3.
4. Completion of post construction infiltration tests on the seven 7 proposed infiltration basins by filling the basin to a minimum depth of 6 inches with water and monitoring the time necessary to drain, or multiple double ring infiltration tests to ASTM standards. The Coon Creek Watershed District shall be notified prior to the test to witness the results.
5. Submittal of as-builts for the stormwater management practices and associated structures listed in Tables 2 and 3, including volume, critical elevations and proof of installation for hydrodynamic separators.

11. 24-043 MnDOT 0205-110

The purpose of this project, located from CSAH 6 (Mississippi St NE) To CSAH 3 (University Ave NE), TH47 in Fridley and Blaine, is to grade, install bituminous surfacing, ADA Improvements, and Signals.

The staff recommendation was to approve permit application number P-24-043 with 3 conditions and 2 stipulations as presented in the staff report:

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of escrow in the amount of \$2,530.00.

Rule 4.0 – Soils and Erosion Control

2. Revise the erosion and sediment control plan/SWPPP to denote that exposed soils and soil stockpiles must be stabilized within 24 of inactivity.

Rule 5.0 – Wetlands

3. Provide a Notice of Decision from the WCA LGU (MNDOT) approving the wetland impacts shown in the construction plan set.

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

1. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule and quantities prior to construction.
2. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)

12. 24-044 Premier Industries

The purpose of this project, located at 1590 99th Ln NE in Blaine, is to construct a building addition and stormwater management feature.

The staff recommendation was to approve permit application number P-24-044 with 3 conditions and 3 stipulations as presented in the staff report:

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Provide escrow in the amount of \$2,250.

Rule 3.0 – Stormwater Management

2. Provide proof of recording of a fully executed Operations and Maintenance Agreement for the perpetual inspection and maintenance of all proposed stormwater management practices after review and approval by the District.

Rule 4.0 – Soils and Erosion Control

3. Provide an updated erosion and sediment control plan that denotes exposed soils and stockpiles must be stabilized within 24 hours of inactivity.

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

1. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule and quantities prior to construction.
2. Completion of post construction infiltration tests on Biofiltration Basin P1 and P2 by filling the basin to a minimum depth of 6 inches with water and monitoring the time necessary to drain, or multiple double ring infiltration tests to ASTM standards. The Coon Creek Watershed District shall be notified prior to the test to witness the results.
3. Submittal of as-builts for the stormwater management practices and associated structures listed in Tables 2 and 3 in the Application Review Report dated 10/23/2024, including volume, critical elevations and proof of installation for hydrodynamic separators.

Board Member McCullough moved to approve the consent agenda items. Seconded by Board Member Lund. The motion carried with 4 yeas (Board Members Lund, Hafner, Campbell, and McCullough) and no nays.

POLICY ITEMS

7. Award Bid for Lower Coon Creek Restoration

Mr. Janke gave an overview of the Lower Coon Creek Restoration and bid requirement process. Seven favorable bids were received. The lowest bid came in within reason. Mr. Janke explained that Sunram Construction, Inc., the lowest bidder, has worked with the District in the past. Sunram is currently working on a project in the District. Mr. Janke explained that project permits have been applied for. Staff recommendation was to award the bid to the lowest responsible bidder, Sunram Construction, Inc.

Managers discussed the project timeline. The project will have a public comment period for other agencies, including state agencies, federal agencies, and other environmental groups before work starts per the permitting process. Managers discussed the construction window. Mr. Janke confirmed that from March 15th to June 15th staff and contractors will not be working in the water of Coon Creek. This pre-defines the window of construction. Managers discussed the relationship between Coon Creek Watershed District and Sunram Construction, Inc. Profitability of the project for the contractor was questioned.

Board Member McCullough moved to award the Lower Coon Creek restoration contract to the lowest responsible bidder, Sunram Construction Inc. Seconded by Board Member Lund. The motion carried with 4 yeas (Board Members Lund, Hafner, Campbell, and McCullough) and no nays.

PERMIT ITEMS

The permit items 8, 10, 11, and 12 were moved to the Consent Agenda.

9. 24-048 Elwell Commercial Park

The purpose of this project, located at 14350 and 14334 Hwy 65 NE, 1323 143rd Ave NE in Ham Lake is to grade and prepare for four commercial lots with associated stormwater management features, public street reconstruction, and new street reconstruction.

Ms. Margl gave an overview of the project. She highlighted the proposed best management practices (BMPs) and treatment of stormwater. Managers discussed runoff and lot 1, one of the subdivisions of the property. Development of lot 1 will occur later and is not included in this project. Manager McCullough requested the permit applicant speak on the project.

Paul Boerboom presented the project scope to the Board including the permitting process. He noted his frustrations regarding the time required in the permitting process.

Mr. Kelly confirmed that the subcontractor for the project will be Jeff Enslinger. Mr. Kelly requested that they properly tend to the erosion control and construct the project per the plans submitted. He requested that if there are changes in plans the District be notified.

The staff recommendation was to approve permit application number P-24-048 with 3 conditions and 3 stipulations as presented in the staff report:

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Provide escrow in the amount of \$6,300.00.

Rule 3.0 – Stormwater Management

2. Provide proof of recording of a fully executed Operations and Maintenance Agreement for the perpetual inspection and maintenance of all proposed stormwater management practices after review and approval by the District.

Rule 4.0 – Soils and Erosion Control

3. Provide a revised erosion control plan that denotes exposed soils and soil stockpiles must be stabilized within 24 hours of inactivity.

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

1. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)
2. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule and quantities prior to construction.
3. Submittal of as-builts for the stormwater management practices and associated structures listed in Table 2, including volume, critical elevations and proof of installation for hydrodynamic separators.

Board Member Hafner moved to approve permit 24-048 Elwell Commercial Park with three conditions and three stipulations. Seconded by Board Member Campbell. The motion carried with 4 yeas (Board Members Lund, Hafner, Campbell, and McCullough) and no nays.

All three stakeholders left the meeting.

DISCUSSION ITEMS

INFORMATIONAL ITEMS

13. Star Tribune – Blaine Voters hold the key to the city's plan for development

This article outlines the upcoming elections, candidates, and the role city councils play in development. The article specifically highlights the Blaine city center redevelopment occurring in the city center.

Board Member Lund moved to adjourn at 5:52 pm. Seconded by Board Member McCullough. The motion carried with 4 yeas (Board Members Lund, Hafner, Campbell, and McCullough) and no nays.

President

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: November 12, 2024
AGENDA NUMBER: 6
ITEM: Administrator's Report

AGENDA: Consent

REQUESTED ACTION:

Receive report.

ADMINISTRATOR'S EVALUATION

Upcoming Board Considerations

- December – 2025 Tax Levy
- January
 - Designation of Depository
 - Designation of Fund Equity
 - Designation of 2024 Mileage Rates
 - Board Waiver of Tort Liability
 - Designation of Official Paper

District Capacity and Capability

The District possesses the required resources and is trained to undertake most of its legislative mission for which it is organized or designed.

The District can accomplish most required tasks to the required standard under most conditions.

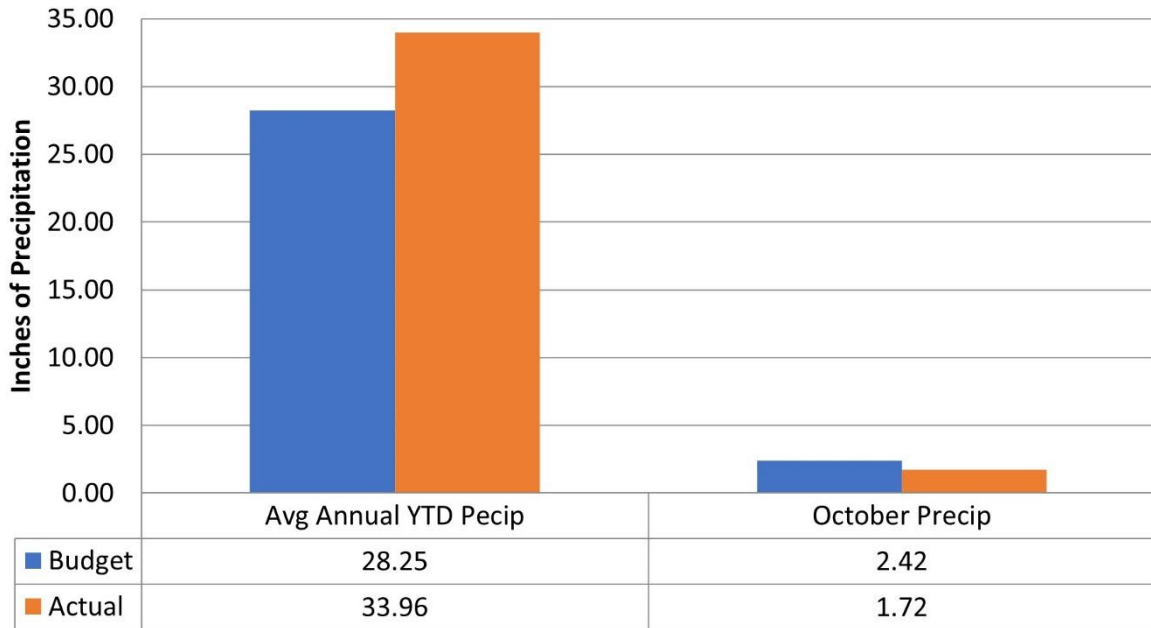
MANAGEMENT SITUATION

The District averaged 1.72 Inches of precipitation in the month of October. That leaves the District 0.70 inches or 29% below average for the month and 5.71 inches or 20% above for the year. Growing season precipitation (May-October) is 3.3 inches or 15% above average.

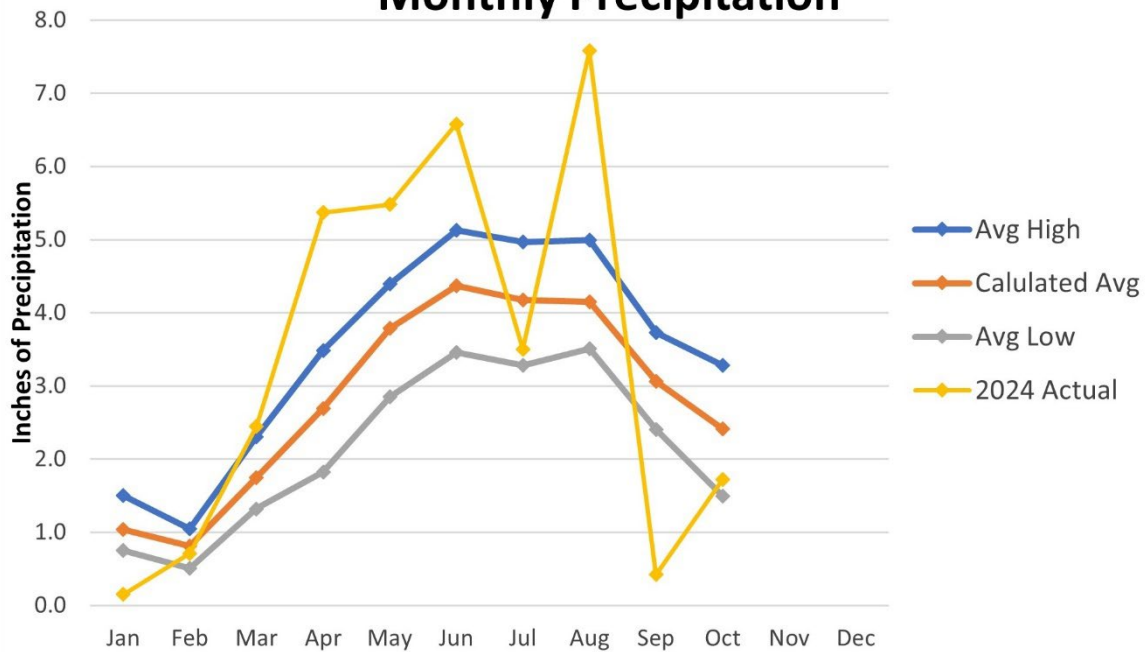
The District has been in Moderate Drought for the past 4 weeks, but recent and predicted precipitation could affect that designation. Water levels and flows across the District were low for this time of year, but have rebounded somewhat after this week's precipitation. Water level in Lakes, ponds, and wetlands are in the normal range.

The National Weather Service is predicting less than one inch of precipitation over the next seven days.

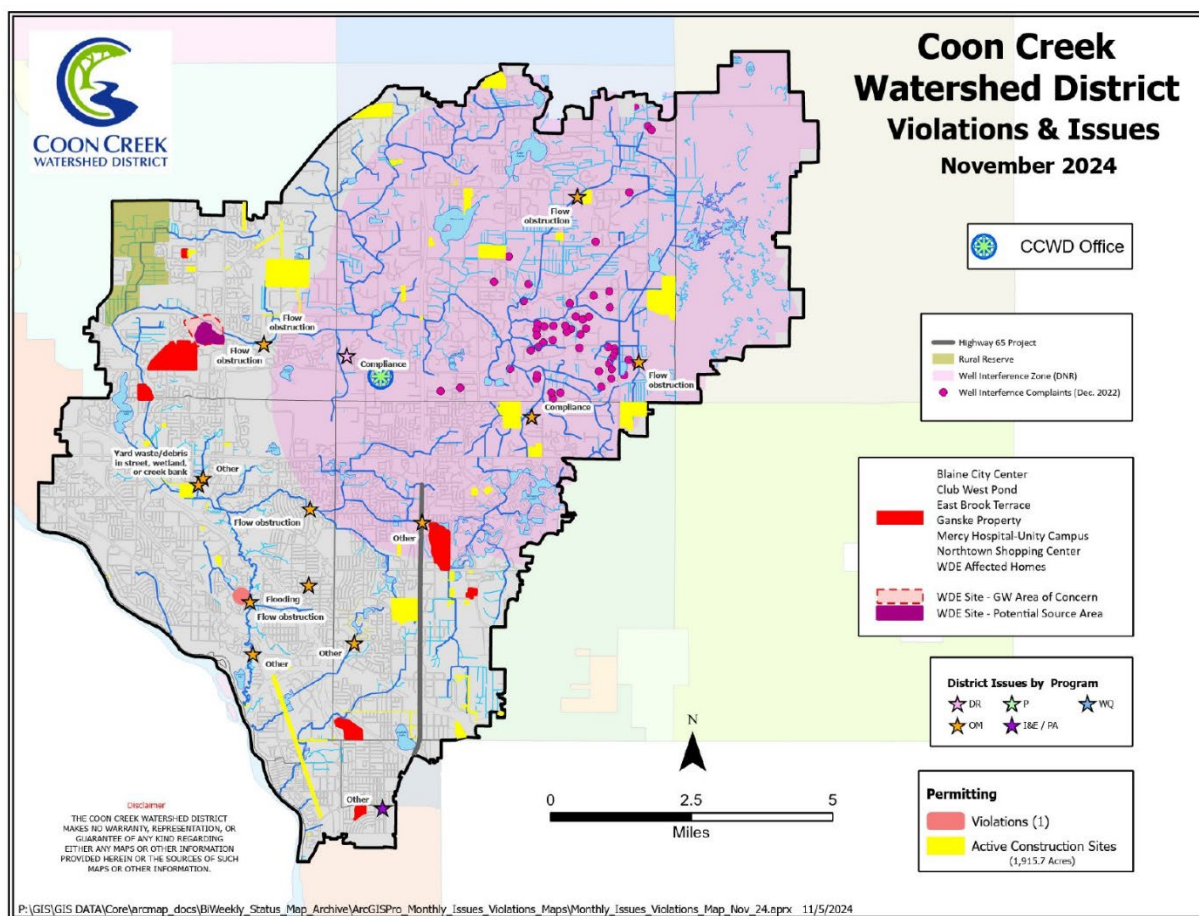
2024 Water Watch



Monthly Precipitation



Problems, Issues, and Concerns



Cooperator Actions

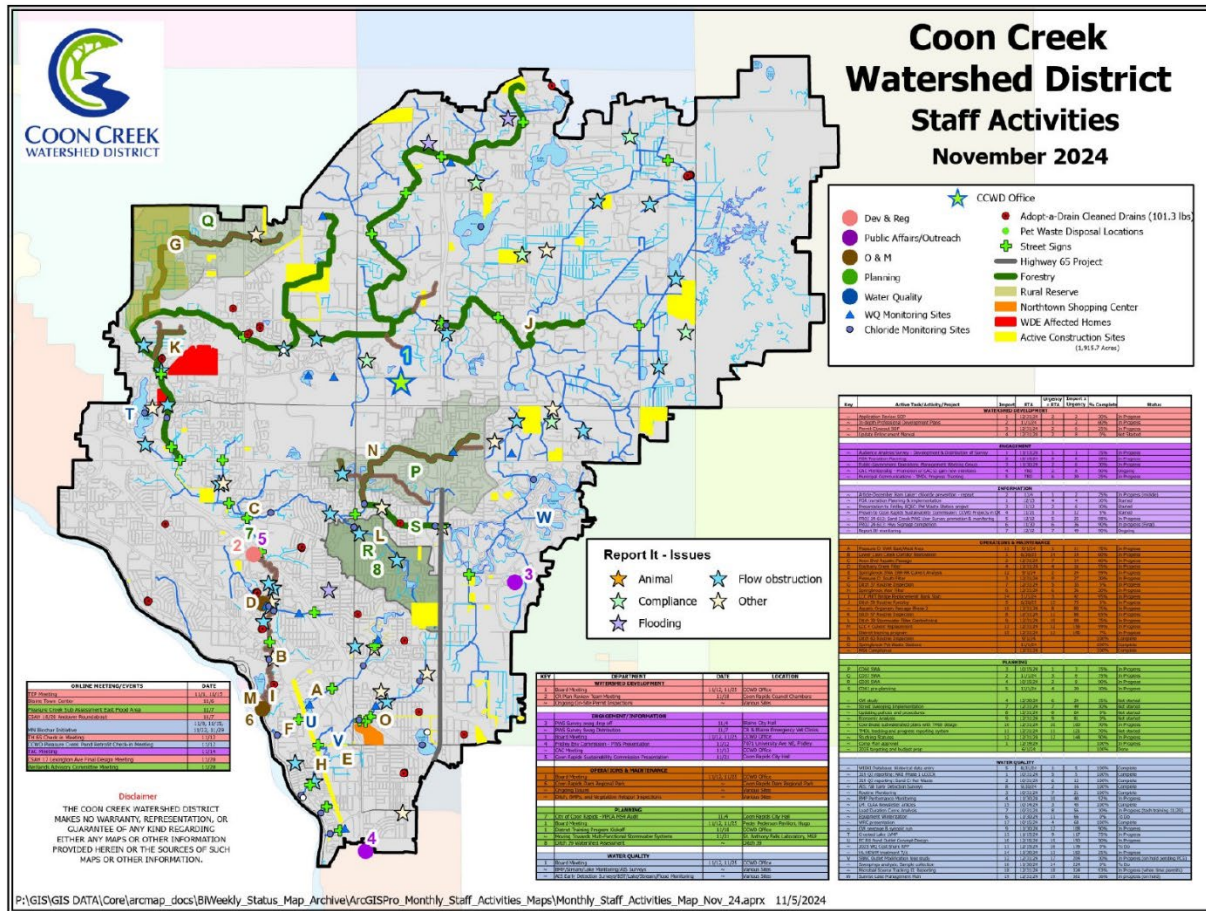
Agency	Status
BWSR	- Board Meeting October 23 -Approved Comp Plan - Upcoming Grants Policy Committee Meeting November 18th with FY25 Competitive CWF grant award recommendations
Clean Water Council	next meeting is Monday, November 18th (topics: Adoption of drainage policy statement; draft Minnesota Drinking Water Action Plan.
DNR	- hosting a North and East Metro Groundwater Management Area virtual meeting on Wednesday, November 13, 2024 - Had to reopen application period for a Floodplain Engineer position; now closes 11/21.
DOH (Health)	The draft Fiscal Year (FY) 2025 Intended Use Plan (IUP) and Project Priority List (PPL) for the Clean Water

	Revolving Fund (CWRF) and the draft Fiscal Year (FY) 2025 Intended Use Plan (IUP) and Project Priority List (PPL) for the Drinking Water Revolving Fund (DWRF) are now available for public comment. Comments are due by November 18, 2024.
Met Council	
MN DOT	Traffic section is reviewing again the ACHD permit request for Creek signage

Collaborator Actions

Collaborator	Description
Anoka Conservation District	Analyzing 2024 monitoring data
Anoka County Highways	- Updating Stormwater webpage - Open to article contributions/ MCM information from CCWD that is applicable throughout County
Andover	New city administrator comes from Lino Lakes, 10 years
Blaine	
Columbus	Have a RCWD manager opening
Coon Rapids	CCWD presents on 11/21 to Sustainability Commission
Fridley	EQEC presentation by CCWD is delayed to 12/10 from 11/12
Ham Lake	
Spring Lake Park	
Crooked Lake Area Assoc	Annual newsletter coming out this month
Ham Lake Lake Assoc	- Board Meeting 11/6/24 - Leading fall herbicide treatment for invasive milfoil which will extend into spring 2025 - Applying for 2025 invasive aquatic plant management grant from MN DNR

STAFF ACTIVITIES



Special Projects

Anoka County Transition:

Benefits Replacement: BCBS and Unum contracts are in place. Delta Dental does not require a new contract due to the District already having a contract independent of the County with Delta Dental. Direct access to Delta Dental for the District has now been established. An Open Enrollment meeting with staff was held on October 29 and benefit package information and forms were provided. Open Enrollment closed November 8.

Payroll Replacement: The District has engaged in a contract with Paylocity to do the District payroll through Abdo. New hire paperwork was distributed to the Board and staff on October 28. The employee start date in the Paylocity payroll system is December 14, 2024, with first paycheck on January 3, 2025.

Audit (2023): Complete.

Comp Plan:

- The Board of Water and Soil Resources approved the Coon Creek Watershed District's Comprehensive Watershed Management Plan.
- The Board needs to formally adopt the new plan.

MANAGEMENT DISPOSITION

Equipment and Facilities:

All equipment is in good working condition.

Financial Position:

Coon Creek Watershed District
CCWD - Budget Report

As of Date:

10/31/2024

	Year Ending 12/31/2024	Year To Date 10/31/2024			
	CCWD 2024 Budget	CCWD 2024 Budget YTD	Actual Expenses YTD	Variance YTD	
Revenue					
Property Taxes	4,965,765.00	4,138,140.00	2,594,779.96	1,543,360.04	-37%
Fees & Charges	298,423.00	248,690.00	210,254.09	38,435.91	-15%
Grants	314,539.00	262,120.00	235,502.01	26,617.99	-10%
Other Revenue	28,042.00	23,370.00	146,633.18	(123,263.18)	527%
Total Revenue	5,606,769.00	4,672,320.00	3,187,169.24	1,485,150.76	-32%
Expense					
Salaries & Benefits	1,981,605.00	1,651,350.00	1,470,844.84	180,505.16	-11%
Professional Services	589,000.00	490,850.00	277,642.02	213,207.98	-43%
Operating Expenses	239,164.00	199,320.00	169,700.25	29,619.75	-15%
Program Expense	2,757,867.00	2,298,240.00	1,043,028.39	1,255,211.61	-55%
Capitalized Expenses	166,708.00	138,930.00	111,073.22	27,856.78	-20%
Total Expense	5,734,344.00	4,778,690.00	3,072,288.72	1,706,401.28	-36%

Created on : 11/06/2024 9:50 AM PST

Coon Creek Watershed District Cash Balance

As of Date:

10/31/2024

	Escrow Fund	General Fund	All Funds
	Month Ending 10/31/2024	Month Ending 10/31/2024	Month Ending 10/31/2024
Cash and Cash Equivalents			
Cash	1,723,181.12	(2,411,391.69)	(688,210.57)
Petty Cash	0.00	250.00	250.00
Investment Account	5,070.00	4,292,467.99	4,297,537.99
Total Cash and Cash Equivalents	1,728,251.12	1,881,326.30	3,609,577.42

Created on : 11/06/2024 9:50 AM PST

October started with an operational fund balance of approximately \$2,185,085.55
Change in net cash position was -\$303,759.25
Balance of the escrow trust fund is \$1,826,285.12
Nine months into the fiscal year, the budget variance is -%34 less than planned

updated 11.6.24

Staffing:

- Health: Several illnesses went through the office in October. Staff are generally in good health thus far in November.
- Personnel Manual: The re-write of the Personnel Guidance Manual is taking second place to benefits and payroll enrollment. However, discussion regarding factors that will impact the payroll set up such as vacation, Earned Sick and Safe Time (ESST), Holidays, etc., will be discussed in November for consideration by the Board upon completion of the Manual.
- Vacancies/New Hires
Dawn Doering, Information Coordinator, is retiring effective December 13, 2024.
 - Dawn started with the District on May 1, 2006 (over 18 years of service)
 - In the process of transitioning position responsibilities and refining the position description

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: November 12, 2024
AGENDA NUMBER: 7
ITEM: Advisory Committees Report

AGENDA: Policy Discussion Information

ACTION REQUESTED

Receive Report

BACKGROUND

The Citizen Advisory Committee (CAC) met on October 9th. The Technical Advisory Committee (TAC) met on October 10th.

- The next CAC meeting scheduled: November 13th at 4:30 pm hybrid with Zoom.
- The next TAC meeting scheduled: November 14th at 8:30 am hybrid with Zoom.

ISSUES/CONCERNS

Citizen Advisory Committee (CAC)

Most members of the CAC were present at the meeting, including the Committee's newest member Nathan Schneider, along with CCWD staff Jessica Lindemyer and Dawn Doering. Absent were Jason Margl and Joe MacPherson.

1. Open Forum

Nathan Schneider introduced himself to the Committee including a brief professional background and

Information Coordinator, Dawn Doering, shared information related to the Minnesota Department of Health's Drinking Water Action Plan. She noted that the plan is currently out for public comment and can be accessed on the MDH website.

2. District Update

Engagement Coordinator, Jessica Lindemyer, gave a brief update on various District activities including the current status of the Comprehensive Plan and the selection of the District's Pet Waste Reduction Program as a finalist for Minnesota Watershed's 'Program of the Year'.

3. Staff Spotlight: Public & Government Relations

Dawn provided a brief overview of her responsibilities as Information Coordinator including annual program planning and budgeting, the development of print and digital communications, and management of the District's website. Dawn also highlighted a couple of the larger initiatives she has worked on this past year which included the Pet Waste Stations, the HOA Toolkit, and Highway Signage at Creek Crossings.

There was general discussion about highway signage and the theft of the signs along Lexington. The committee also inquired about the locations for the additional pet waste stations.

Jessica provided a similar overview of her responsibilities as Engagement Coordinator including tabling at community events, administering the District's Water Education Grants, managing social media, acting as the staff liaison to the CAC and Technical Advisory Committee (TAC), and working with the District Administrator on matters related to municipal communications. Jessica highlighted one of the larger initiatives she has worked on this past year which included the Municipal Insight Survey.

There was general discussion about the District's Water Education Grant program including how much funding was available and what types of projects have been funded in the past. The committee also discussed the use of the social media platform 'Nextdoor'. Jessica explained that the platform allows the District to target outreach to specific neighborhoods at no cost (i.e. neighborhoods surrounding a new project, areas with known dumping issues, etc.)

Dawn concluded the discussion by reminding the Committee that the District uses diverse methods of messaging to communicate complex topics to diverse audiences.

Technical Advisory Committee (TAC)

Most members of the TAC were present at the meeting. Absent were Anoka Conservation District, Blaine, Board of Water and Soil Resources, and Columbus.

1. Situation

Jon Janke provided the TAC with a brief update on recent weather and hydrology. The District has been dry with relatively cold temperatures. Soil moisture is drying up which should help with frost this winter. Creek levels are on the low end of average for the season.

Tim Kelly informed the TAC that the District's Comprehensive Plan was approved by the BWSR subcommittee on October 7th and has been forwarded on to the full BWSR board for approval on October 23rd.

Tim Kelly inquired about Andover's search for a new Administrator. Dave Berkowitz could not comment on the specific individual chosen but stated that the meeting materials for the council meeting should be released soon.

Mark Hansen informed the TAC that Coon Rapids has received notice from the MPCA of an upcoming audit of their MS4 program.

2. Concerns

Coordination of CIPs and External Grant Opportunities

Jon Janke asked the group for thoughts on how to coordinate CIPs with grant opportunities. Given the amount of grant opportunities popping up and the time it takes to draft strong applications it will be important to understand how we as a group would like to select and

prioritize grant applications.

Erik Bye asked for input from the cities regarding their internal processes for determining which grants to apply for. There was general discussion about this topic, with a common issue being the alignment of budget timelines with grant timelines. Jim Kosluchar stated that the way city budgeting works, it is not easy to respond rapidly to new grant opportunities. Knowing what opportunities might be on the horizon can make the process a lot easier. Kameron Kytonen added that partnering with other organizations makes it easier for Andover to apply for grants, especially if the partner is able to take on the role of being the fiscal agent.

DNR – Floodplain

Tim Kelly stated the District is still working on lining up a DNR staff member for a future meeting. Eileen Weigel added that other watersheds are in a similar spot and that on October 1st the DNR received the next round of FEMA funding for the HUC 8 floodplain study. Rebecca Haug mentioned that the delay may be due to staffing issues.

NPDES Audits

Mark Hansen informed the TAC that Coon Rapids has received notice from the MPCA of an upcoming audit of their MS4 program. The audit is currently scheduled to occur on November 4th but the MPCA has requested all materials to be submitted by October 21st. Coon Rapids has also made a request for an extension due to the proposed timeline overlapping with MEA resulting in several staff being out of office during the preparation time leading up to the 21st. Mark stated that he has reached out to Coon Creek Staff and Rebecca Haug for initial assistance and insight into the process.

There was general discussion regarding various audit resources, including a checklist for conducting an internal audit.

Rebecca Haug provided some additional insights from her experience participating in past MS4 audits including:

- The focus is typically on MCM 1-6 and less so on TMDL & WLA details
- The biggest sticking points for other MS4s during audits have been ordinances, illicit discharge training records, and stormwater inspection reports.
- Deficiencies are typically addressed with a formal letter from the MPCA outlining the identified issues and providing a timeline for resolution.

Other

Tim Kelly informed the TAC that while the District's Comprehensive Plan was recommended by the BWSR Central Region Subcommittee and has been forwarded on to the full Board for approval, the MN Department of Health voted against it's recommendation. During his chat with the MDH representative after the meeting, Tim learned that this vote was MDH's way of conveying their intent to be more involved in

groundwater and drinking water standards at the local level. While no specific requests or actions were communicated, all TAC members should be aware that MDH may become more involved in this area.

3. Briefs

District staff provided brief updates/overviews of the following items:

- LiDAR Updates
- MN Stormwater Manual – MS4 Update
- MS4 General Permit Section 9.1 Application for Reissuance
- Anoka County Cyclomedia Street Level Imagery
- Anoka County Hazard Mitigation Comments
- Carlos Avery WMA Master Plan Update
- HUD 2ft Freeboard Rule
- Public Waters Inventory Update Project
- Army Corps of Engineers Permits and 401 Water Quality Certifications

4. Other Water Management Concerns

No comments.

5. Announcements

No comments.

RECOMMENDATION

Receive the report.

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: November 12, 2024
AGENDA NUMBER: 8
ITEM: Bills to Be Paid

FISCAL IMPACT: Budgeted
POLICY IMPACT: Policy

REQUEST

Approve bills

BACKGROUND

Claims totaling \$144,083.85 on the following disbursement(s) list will be issued and released upon Board approval.

Vendor	Amount
V0008--US BANK	28,381.66
V0010--A1 FLOOR AND CARPET CARE INC	1,116.25
V0026--CITY OF COON RAPIDS	9,550.00
V0027--CITY OF FRIDLEY	2,535.00
V0046--HOUSTON ENGINEERING INC	6,000.00
V0048--IND SCHOOL DIST 16	2,335.00
V0052--LOFFLER COMPANIES INC	215.42
V0054--MICHELLE J ULRICH PA	4,389.50
V0068--PLM LAKE AND LAND MGT CORP	550.00
V0111--WELL GROOMED LAWNS INC	399.00
V0128--YTS COMPANIES LLC	6,500.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	72.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	108.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	216.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	93.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	168.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	1,125.00
V0195--STANTEC CONSULTING SERVICES INC	980.00
V0195--STANTEC CONSULTING SERVICES INC	20,764.50
V0195--STANTEC CONSULTING SERVICES INC	17,539.25
V0195--STANTEC CONSULTING SERVICES INC	21,940.47
V0221--ABDO LLP	3,327.50
V0242--METRO I NET	5,398.00
V0269--CENTERPOINT ENERGY-ESCROW	2,730.30
V0342--PARK CONSTRUCTION COMPANY	7,650.00
Grand total	144,083.85

Item 8: Bills to be Paid, Page 2 of 2

Company name: Coon Creek Watershed District Created on: 11/6/2024											
	Vendor name	Bill number	Date	Fund name	Department name	Account	Capital Project ID	Grant ID	Transaction amount	Memo	
1124COWD	A1 FLOORAND CARPET CARE INC	1124COWD	11/5/2024	General Fund	Administration	61105			1,116.25	NOVEMBER2024 CLEANING SERVICE	
Sum for 1124COWD									1,116.25		
2003739	FLMLAKE AND LAND MGMT CORP	2003739	10/17/2024	General Fund	Water Quality	61549	PROJ24-514		550.00	SAMPLING HAMLAKE LAKE MGMT	
Sum for 2003739									550.00		
2239	METRO NET	2239	11/1/2024	General Fund	Administration	63066			5,398.00	MTHLYT SERVICES NOV24	
Sum for 2239									5,398.00		
2298936	STANTEC CONSULTING SERVICES INC	2298936	10/18/2024	General Fund	Watershed Development	63246			980.00	PROJ27706624 WCA 10/24	
Sum for 2298936									980.00		
2301345	STANTEC CONSULTING SERVICES INC	2301345	10/25/2024	General Fund	Watershed Development	63246			20,764.50	PROJ27706623 PERMITS 10/24	
Sum for 2301345									20,764.50		
2301346	STANTEC CONSULTING SERVICES INC	2301346	10/25/2024	General Fund	Planning	63246	PROJ24-303	G22-003	7,448.25	PROJ27706627 CD60 SWA 10/24	
	STANTEC CONSULTING SERVICES INC	2301346	10/25/2024	General Fund	Planning	63246	PROJ24-303	G22-003	3,285.50	PROJ27706627 CD37 SWA 10/24	
	STANTEC CONSULTING SERVICES INC	2301346	10/25/2024	General Fund	Administration	63246			1,421.00	PROJ27706627 GEN ENGR PLAN 10/24	
	STANTEC CONSULTING SERVICES INC	2301346	10/25/2024	General Fund	Planning	63246	PROJ24-310		5,384.50	PROJ27706627 MODEL IMPVMT 10/24	
Sum for 2301346									17,539.25		
2301347	STANTEC CONSULTING SERVICES INC	2301347	10/25/2024	General Fund	Water Quality	63595	PROJ24-516	G23-001-M	19,022.47	PROJ27706629 CRD LOOCR 10/24	
	STANTEC CONSULTING SERVICES INC	2301347	10/25/2024	General Fund	Water Quality	63595	PROJ24-522		2,247.50	PROJ27706629 PC POND OUTLET MOD 10/24	
	STANTEC CONSULTING SERVICES INC	2301347	10/25/2024	General Fund	Water Quality	63595	PROJ24-524	G23-001-M	670.50	PROJ27706629 SAND CRK AOP CRSG 10/24	
Sum for 2301347									21,940.47		
26041	WELL GROOMED LAWNS INC	26041	11/1/2024	General Fund	Administration	61250			399.00	COWD MOW OCTOBER 2024	
Sum for 26041									399.00		
2826	YTS COMPANIES LLC	2826	10/24/2024	General Fund	Operations & Maintenance	61549	PROJ24-421		6,500.00	24 NON RDUT MAINT-COWD TREE CLEARING	
Sum for 2826									6,500.00		
4853186	LOFFLER COMPANIES INC	4853186	11/4/2024	General Fund	Administration	62124			215.42	ACCT OCT16 COWD OCT 24	
Sum for 4853186									215.42		
497554	ABDO LLP	497554	10/31/2024	General Fund	Administration	63052			3,327.50	ACCT 90223 F8 MTHLY SVCS OCT 24	
Sum for 497554									3,327.50		
73398	HOUSTON ENGINEERING INC	73398	10/24/2024	General Fund	Operations & Maintenance	61575			6,000.00	PROJ007163-0003 MS4 ANNUAL SUBSCRIPTION	
Sum for 73398									6,000.00		
B015131	RMB ENVIRONMENTAL LABORATORIES INC	B015131	10/25/2024	General Fund	Water Quality	61549	PROJ24-515b		216.00	WOB015131 MONITORING	
Sum for B015131									216.00		
B015294	RMB ENVIRONMENTAL LABORATORIES INC	B015294	10/30/2024	General Fund	Water Quality	61549	PROJ24-515b		1,125.00	WOB015294 MONITORING	
Sum for B015294									1,125.00		
B015298	RMB ENVIRONMENTAL LABORATORIES INC	B015298	10/23/2024	General Fund	Water Quality	61549	PROJ24-519		72.00	WOB015298 SAMPLING	
Sum for B015298									72.00		
B015300	RMB ENVIRONMENTAL LABORATORIES INC	B015300	10/23/2024	General Fund	Water Quality	61549	PROJ24-519		108.00	WOB015300 SAMPLING	
Sum for B015300									108.00		
B015368	RMB ENVIRONMENTAL LABORATORIES INC	B015368	10/29/2024	General Fund	Water Quality	61549	PROJ24-519		93.00	WOB015368 SAMPLING	
Sum for B015368									93.00		
B015369	RMB ENVIRONMENTAL LABORATORIES INC	B015369	10/29/2024	General Fund	Water Quality	61549	PROJ24-519		168.00	WOB015369 SAMPLING	
Sum for B015369									168.00		
Charge payoffs - 1092	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			31.98		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Public & Governmental Affairs	20020			3.69		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Public & Governmental Affairs	20020			17.16		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Public & Governmental Affairs	20020			62.00		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Public & Governmental Affairs	20020			85.00		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Public & Governmental Affairs	20020			268.61		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Water Quality	20020			20.68		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			60.82		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			386.49		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			120.04		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			22.67		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			17.44		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			148.55		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			58.16		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			2,093.65		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			10.81		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			3,194.43		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			508.38		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			199.98		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			1,327.38		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			45.99		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			99.80		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			3,680.07		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			123.18		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			129.47		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			295.52		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			86.45		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			38.13		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Administration	20020			38.37		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Watershed Development	20020			25.37		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Watershed Development	20020			23.86		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Watershed Development	20020			35.78		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Watershed Development	20020			20.47		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Operations & Maintenance	20020			36.13		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Operations & Maintenance	20020			12.99		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Operations & Maintenance	20020			37.90		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Water Quality	20020	PROJ24-516		10,000.00		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Operations & Maintenance	20020	PROJ24-421		15.50		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Operations & Maintenance	20020	PROJ24-619		42.07		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Public & Governmental Affairs	20020			107.35		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Water Quality	20020			32.38		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Water Quality	20020			4,133.24		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Water Quality	20020	PROJ24-520		635.00		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Water Quality	20020			28.68		
	US BANK	Charge payoffs - 1092	11/12/2024	General Fund	Water Quality	20020			20.00		
Sum for Charge payoffs - 1092									28,381.66		
Oct-24											
Sum for OCTOBER 2024	MICHELLE J. LURCH-IPA	OCTOBER 2024	11/1/2024	General Fund	Administration	63453			4,389.50	LEGAL-OCTOBER 2024	
PAN 17-024									4,389.50		
Sum for PAN 17-024	IND SCHOOL DIST 16	PAN 17-024	11/12/2024	Escrow Fund	Administration	24210			2,335.00	P17-024 ESCROW REF-SLPHS ADDN & RENO	
PAN 20-167									2,335.00	PHI	
Sum for PAN 20-167	CENTERPOINT ENERGY-ESCROW	PAN 20-167	11/12/2024	General Fund	Watershed Development	53191			225.30	P20-167 REVIEW REF-2021 NORTH GATE PIPE REPL	
Sum for PAN 20-167	CENTERPOINT ENERGY-ESCROW	PAN 20-167	11/12/2024	Escrow Fund	Administration	24210			2,505.00	P20-167 ESCROW REF-2021 NORTH GATE PIPE REPL	
PAN 20-170									2,730.30		
Sum for PAN 20-170	PARK CONSTRUCTION COMPANY	PAN 20-170	11/12/2024	Escrow Fund	Administration	24210			7,650.00	P20-170 ESCROW REF-BLANE 2021 STREET RECON	
PAN 22-053									7,650.00		
Sum for PAN 22-053	CITY OF FRIDLEY	PAN 22-053	11/12/2024	Escrow Fund	Administration	24210			2,535.00	P22-053 ESCROW REF-2022 STREET REHAB	
PAN 24-008									2,535.00		
Sum for PAN 24-008	CITY OF COON RAPIDS	PAN 24-008	11/12/2024	Escrow Fund	Administration	24210			9,550.00	P24-008 ESCROW REF-COON RAPIDS STREET RECON 24-1	
Sum for PAN 24-008									9,550.00		
Sum Total									144,083.85		

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: November 12, 2024
AGENDA NUMBER: 9
ITEM: 2024-2033 Comprehensive Watershed Management Plan

AGENDA: Policy

BACKGROUND

Minnesota Statute 103B.231 Subd. 10(a) requires the District adopt and implement its Comprehensive Watershed Management Plan (Plan) within 120 days after approval by the Board of Water and Soil Resources.

ACTION REQUESTED

Adopt the Plan by resolution 2024-05.

ISSUES/CONCERNS/RISKS

Review and Comment: The Board approved the Draft Plan for review and comment at its December 11, 2023, meeting. The official comment period was from December 21, 2023, through February 23, 2024.

Public Hearing: The public hearing on the comments and changes was held July 29, 2024.

BWSR Approval: The Board of Water and Soil Resources approved the Comprehensive Watershed Management Plan on October 23, 2024.

OPTIONS FOR ACTIONS

1. Adopt the Plan by resolution.
2. Table the decision.

RECOMMENDATION

Adopt the Plan by the following resolution 2024-05.

RESOLUTION NO. 2024-05

**COON CREEK WATERSHED DISTRICT
BOARD OF MANAGERS**

RESOLUTION ADOPTING UPDATED WATERSHED MANAGEMENT PLAN

WHEREAS, the Coon Creek Watershed District (CCWD) is a metropolitan watershed district with the powers and duties provided under the Minnesota Watershed Law, Minnesota Statutes Chapter 103D, the Metropolitan Surface Water Management Act, Minnesota Statutes Chapter 103B and accompanying Minnesota Rules 8410 (Rules). The CCWD is also the drainage authority as provided in the Drainage Law, Minnesota Statutes Chapter 103E; and

WHEREAS, the CCWD as a metropolitan watershed district has adopted and implements a comprehensive Watershed Management Plan in accordance with Minnesota Statutes section 103B.231 and accompanying Rules; and

WHEREAS, under Minnesota Statutes section 103B.231 and accompanying Rules metropolitan watershed districts are required to revise their Watershed Management Plans at least every ten years to review and reestablish water resource goals and policies, incorporate current information, revise priorities and identify programs and projects accordingly; and

WHEREAS, the CCWD in 1988 upon approval by the Minnesota Board of Water and Soil Resources adopted its first overall Watershed Management Plan under the Metropolitan Surface Water Management Act; a second Watershed Management Plan, years 2003-2013; and the current third Watershed Management Plan, years 2013-2024 (extension approved by the Minnesota Board of Water and Soil Resources 10/30/23); and

WHEREAS, the CCWD Board of Managers determined that in accordance with Minnesota Statutes Chapters 103D, 103B and Minnesota Rules 8410 an update of CCWD's current Watershed Management Plan (2013 through August 29, 2024) is warranted to reflect the past ten years of CCWD experience, land use changes within the watershed, newly acquired knowledge and changing priorities regarding water resource management within the watershed; and

WHEREAS, the CCWD prepared a draft 2024-2033 Watershed Management Plan update (Plan) and submitted the draft Plan for 60-day review and comment in accordance with Minnesota Statutes section 103B.231 (7)(a); and

WHEREAS, the CCWD responded to all received comments; and

WHEREAS, the CCWD on July 29, 2024 held a public hearing on the Plan to discuss the Plan and receive additional comment pursuant to Minnesota Statutes section 103B.231 (7)(c); and

WHEREAS, the CCWD has completed the Plan update and prepared a 90-day review and approval copy, dated August 13, 2024, in accordance with Minnesota Statutes section 103B.231 (9); and

WHEREAS, the Minnesota Board of Water and Soil Resources completed its review of the CCWD 2024-2033 Watershed Management Plan, concluding all relevant substantive and procedural requirements of law and rule have been fulfilled; and

WHEREAS, the Minnesota Board of Water and Soil Resources approved the CCWD 2024-2033 Watershed Management Plan on October 23, 2024 pursuant to Minnesota Statutes sections 103B.201 to 103B.251; and

WHEREAS, the CCWD finds that the adoption of the CCWD 2024-2033 Watershed Management Plan is in accordance with the requirements of law and in the best interests of the public.

NOW, THEREFORE, BE IT RESOLVED, that the CCWD Board of Managers adopts the CCWD 2024-2033 Watershed Management Plan in accordance with Minnesota Statutes section 103B.231 (10).

The question was on the adoption of Resolution No. 2024-05 and there were ____ yeas and ____ nays as follows:

Yea

Nay

Absent

Hafner
Lind
Lund
Campbell
McCullough

Upon vote, the Chair declared the Resolution passed.

Dated: November 12, 2024

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: November 12, 2024
AGENDA NUMBER: 10
ITEM: 2023 Audit

AGENDA: Information

ACTION REQUESTED

Receive report.

PURPOSE

To receive the Audit of the financial affairs of the Watershed District during 2023

SCOPE

The audit addresses all financial affairs conducted by the District during the 2023 calendar year.

BACKGROUND/CONTEXT

Minnesota Statutes 103B and 103D require that the District's financial affairs be audited annually. The CPA for the District has been provided by Anoka County, who then prepares the Comprehensive Annual Financial Report (CAFR) and assists the state auditor with access to District accounting records. Anoka County has also handled District investments to reduce costs and ensure compliance with the requirements for investing public funds.

An exit meeting was held October 22 to review findings and recommendations. The state auditor issued an unqualified opinion that the District financial statements fairly and accurately represent the financial position of the District on October 14.

ISSUES/CONCERNS/OPPORTUNITIES

1. **Findings:** One finding of material weakness was made. The finding had to do with a difference in the posting between the District and Anoka County of \$172,500 grant monies received from the state.

The finding was reconciled, and the reason was understood by the District but the size was material and required reporting in the audit.

CONCLUSIONS

The District received an unqualified opinion that the records of the District's financial transactions in 2023 provide a clear and accurate record of financial activity.

RECOMMENDATION

Receive report

Permit Application Review Report
Date: 11/6/2024**Board Meeting Date: 11/12/2024**
Agenda Item: 11Applicant/Landowner:

Gateway Fiber
Attn: Kirk Thaelke
275 West North Service Rd Suite O
Wright City, MO 63390

Project Name: BLAN-CNRD Watershed Crossings**Project PAN:** P-24-052**Project Purpose:** Directional bore of new fiber optic lines**Project Location:** Multiple Locations - 4 total Coon Rapids & Blaine**Site Size:** size of parcel - 0 acres; size of disturbed area - 0.01 acres; size of regulated impervious surface – 0 acres**Applicable District Rule(s):** Rule 2, Rule 4, Rule 7

Recommendation: Approve with 1 Conditions and 1 Stipulations

Description: The proposed project includes the directional bore of new fiber optic utility lines which includes 4 crossings under 3 County Ditches (CD 60, CD 54-1 and Coon Creek). The project will disturb approximately 120 square feet in the locations of the bore holes. The relevant water resource concerns are Erosions and Sediment Control and Ditch Crossings, which correspond to District Rules 4 and 7. See attached Figure 1: Project Location.

Conditions to be Met Before Permit Issuance:Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,005.00.

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

1. Submittal of as-builts for utility crossing under all ditch crossings that shows 4-foot separation is maintained between the bottom of ditch and top of utility line.

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Directional Bore Details (4 sheets)	Utilisource	09/18/2024	09/26/2024
Erosion Control Plan	Utilisource	10/14/2024	10/28/2024

Findings

Fees and Escrows (Rule 2.7):

The applicant has submitted a \$1,800.00 application fee and deposit which corresponds with the nonrefundable application fee (\$10), base fee for a Directional Boring of Cable project (\$750.00), and addition to base fee (\$1,040.00 for a ditch crossing). The applicant will be required to submit a performance escrow in the amount of \$2,005.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (0.01 acres of land disturbance proposed).

Stormwater Management (Rule 3.0):

The proposed project does not create a cumulative total of 10,000 sf or more of new or fully reconstructed impervious surface, or 5,000 sf or more of new or fully reconstructed impervious surface for non-residential or multifamily residential within one mile of and draining to an impaired water. The proposed project is not a public linear project where the sum of the new and fully reconstructed impervious surface is equal to one or more acres. Stormwater Management standards do not apply.

Soils and Erosion Control (Rule 4.0)

Rule 4.0 applies to the proposed project because it is a land disturbing activity that requires a permit under another District rule.

The proposed project drains to County Ditch 54-1, Coon Creek and County Ditch 60. The soils affected by the project include Marsh, Alluvial, Lino and Isanti and have a soil erodibility factor of 0.15 or greater. Disturbed areas are proposed to be stabilized within 24 hours, as required. The proposed erosion and sediment control plan includes inlet protection, street sweeping and stabilization. The erosion control plan meets District Requirements. The site does not require a NPDES permit.

Wetlands (Rule 5.0)

The proposed project does not include activities which result in the filling, draining, excavating, or otherwise altering the hydrology of a wetland. Rule 5.0 does not apply.

Floodplain (Rule 6.0)

The proposed project does not include land disturbing activities within the floodplain as mapped and modeled by the District. Rule 6.0 does not apply.

Drainage, Bridges, Culverts, and Utility Crossings (Rule 7.0)

Rule 7.0 applies to the proposed project because it includes land disturbing activities which involve a pipeline or utility crossing of a creek-public ditch or major watercourse.

The regulated waterways are Public Ditch - County Ditch 60, Coon Creek and County Ditch 54-1.

The proposed crossing involves replacement of a pipeline or utility. The top elevation of the pipeline or utility line must be placed at least 4 feet below the low elevation of the ditch or waterway. The proposed utility elevations are as shown below.

County Ditch	Approved Ditch Elevation	Proposed Utility Elevation
Coon Creek (131 st Ave)	852.2	848.2
CD 60 (Polk St)	886.9	882.9
CD 60 (Buchanan Cir)	888	884
CD 54-1 (Crooked Lk Blvd)	853.2	849.2

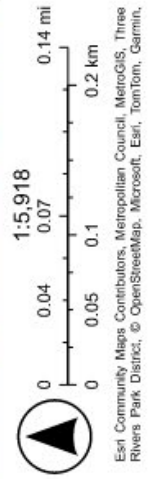
Buffers (Rule 8.0)

The proposed project does not include a land disturbing activity on land adjacent or directly contributing to a Public Water, Additional Waters, High or Outstanding Ecological Value Waters, a Public Ditch, or Impaired Waters/waters exceeding state water quality standards. Rule 8.0 does not apply.

Variances (Rule 10.2)

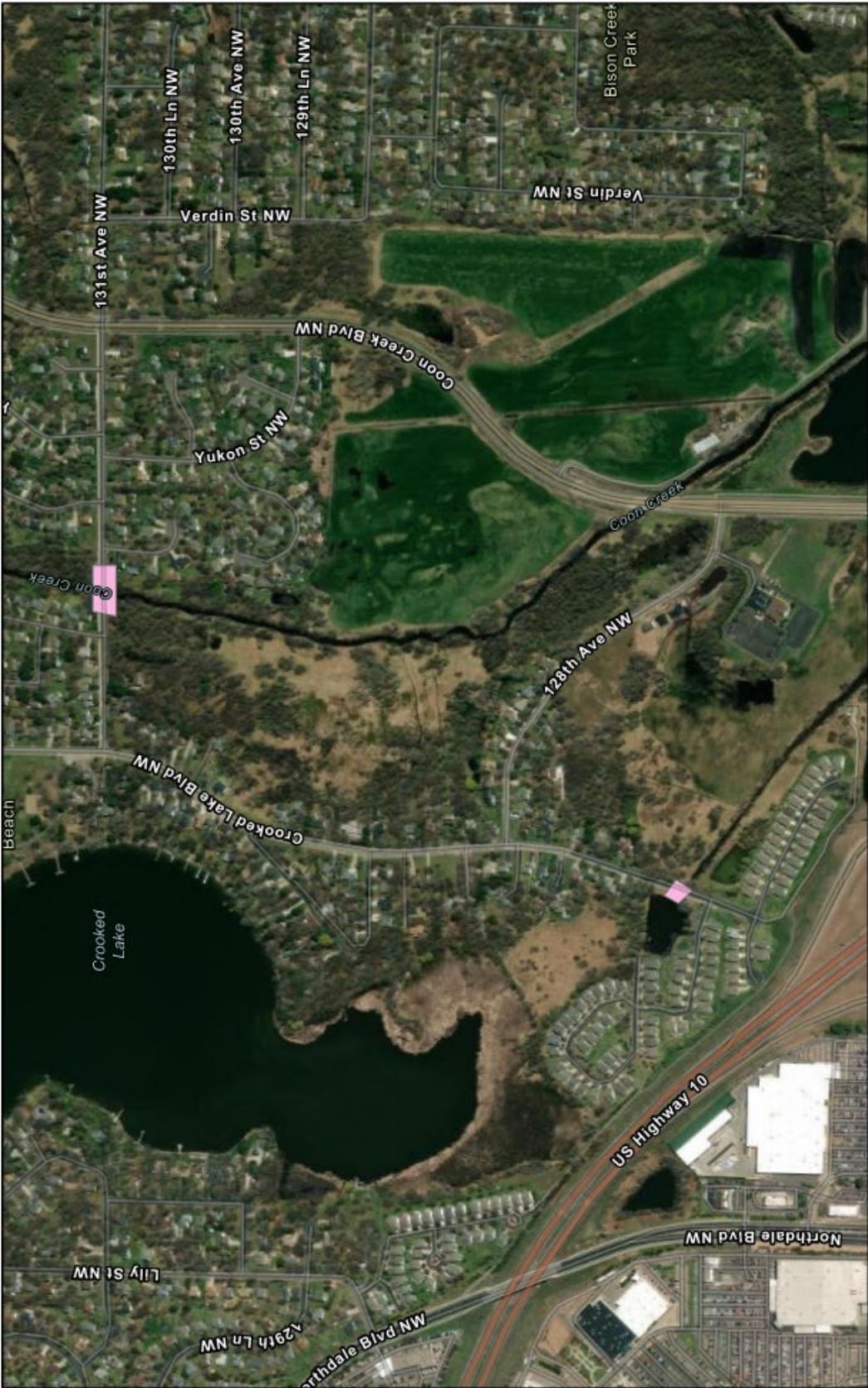
The proposed project is not requesting a variance from the District's rules, regulations, and policies. Rule 10.2 does not apply.

P24-052 BLAN-CNRD Crossings



11/5/2024

P24-052 BLAN-CNRD Crossings



11/5/2024

Esri Community Maps Contributors, City of Coon Rapids, Metropolitan Council, MetroGIS, Three Rivers Park District, Esri, TomTom, Garmin,

Figure 1: Project Location

Permit Application Review Report
Date: 11/6/2024

Board Meeting Date: 11/12/2024
Agenda Item: 12

Applicant/Landowner:

Andover Station 2016, LLC
Attn: Brian Merz
2655 Cheshire Ln North
Plymouth, MN 55447

Project Name: Chase Bank- Andover

Project PAN: P-24-050

Project Purpose: construction of a new bank building and associated stormwater treatment features

Project Location: 2184 Bunker Lake Boulevard NW, Andover

Site Size: size of parcel - 1.32 acres; size of disturbed area - 1.07 acres; size of regulated impervious surface - 0.58 acres

Applicable District Rule(s): Rule 2, Rule 3, Rule 4

Recommendation: Approve with 4 Conditions and 5 Stipulations

Description: The application proposes the construction of a new bank building with associated parking and stormwater treatment features. The project will disturb 1.07 acres and create 0.58 acres of regulated impervious. The parcel drains toward Coon Creek. The relevant water resource concerns are stormwater management and erosion and sediment control, which correspond to District Rules 3 and 4. See attached Figure 1: Project Location and Figure 2: Site Plan.

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,535.00.

Rule 3.0 – Stormwater Management

2. Provide proof of recording of a fully executed Operations and Maintenance Agreement for the perpetual inspection and maintenance of all proposed stormwater management practices after review and approval by the District.
3. Rim elevation listed on the OCS-2 detail is incorrect. Please update.
4. HWL listed for the surface infiltration basin on the Grading Plan is incorrect. Please update.

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

1. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)
2. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule and quantities prior to construction.
3. Notify the District when construction of Underground Filtration System is beginning. District staff or a District engineer must be on site to witness construction of the underground system.
4. Completion of post construction infiltration tests on the Surface Filtration Basin by filling the basin to a minimum depth of 6 inches with water and monitoring the time necessary to drain, or multiple double ring infiltration tests to ASTM standards. The Coon Creek Watershed District shall be notified prior to the test to witness the results.
5. Submittal of as-builts for the stormwater management practices and associated structures listed in Tables 2 and 3, including volume, critical elevations and proof of installation for hydrodynamic separators.

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Geotechnical Evaluation	Element	05/02/2024	09/26/2024
SHASAM Calculations	Kimley Horn		09/26/2024
MIDS	Kimley Horn		09/26/2024
Stormwater Management Plan	Kimley Horn	09/13/2024	09/26/2024
Construction Plans	Kimley Horn	09/09/2024	09/19/2024

Findings**Fees and Escrows (Rule 2.7):**

The applicant has submitted a \$3,310.00 application fee and deposit which corresponds with the nonrefundable application fee (\$10) and base fee for a Commercial/Industrial Development project of 1.32 acres (\$3,300.00). The applicant will be required to submit a performance escrow in the amount of \$2,535.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (1.07 acres of land disturbance proposed).

Stormwater Management (Rule 3.0):

Rule 3.0 applies to the proposed project because it includes land disturbing activities creating a cumulative total of 10,000 sf or more of new or fully reconstructed impervious surface.

The Hydrologic Soil Group (HSG) of soils on site are HSG B. Curve Numbers have been shifted down one classification to account for the impacts of grading on soil structure.

Rate Control: Peak stormwater flow rate at each point of site discharge does not increase from the pre-development condition for the 24-hour precipitation event with a return frequency of 2-, 10-, 100- years as shown in Table 1. The project will not impact Drainage Sensitive Use areas. The rate control standard is met.

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Bunker Lake Blvd	0.41	0.21	0.99	0.36	2.45	0.69
Quinn St	0.66	0.49	1.69	0.79	4.3	1.97

Table 1.

Volume Control: The application proposes redevelopment which disturbs more than 50% of the site or reconstructs more than 50% of the existing impervious surface, therefore the volume reduction requirement is equal to 1.1 inches over the area of all impervious surface including existing impervious surface that is not proposed to be reconstructed. The amount of proposed impervious required to be treated is 25,219 ft².

The applicant is proposing the Stormwater Management Practices (SMPs) described below:

Drainage Area	Impervious required to be treated (ft²)	Proposed SMP	TP Removal Factor	Required Water Quality Volume (ft³)	Water Quality Volume Provided (ft³)
PR-1, PR-2	2,219	none	0	407	0
PR-3	10,000	UG Filtration System	0.5	1,833	2,317
PR-4	13,000	Surface Filtration Basin	0.5	2,383	2,423
Totals:	25,219			4,623	4,740

Table 2.

The following pretreatment has been provided:

SMP ID	Pretreatment Device/Method	Percent TSS Removal
CBMH 6	Catch Basin w/ safl baffle	82
CBMH 1	catch basin w/ safl baffle	81

Table 3.

Pretreatment is required to be designed such that the device/method provides removal of 80% TSS entering an infiltration or filtration Stormwater Management Practice. The proposed project meets pretreatment requirements as shown in Table 3.

Infiltration may not be used as a volume control practice because the practice(s) would need to be placed in areas containing contaminated soil or groundwater. Because the volume reduction standard cannot be met due to these site constraints, the project proposes the use of the stormwater management practices and their corresponding TP conversion factors listed in Table 2.

Because drainage areas PR-1 and PR-2 are drive entrances that cannot be routed back onto the site, the volume control standard has been met to the maximum extent practicable as shown in Table 2.

Water Quality: The total Water Quality Volume has been provided in aggregate.

Stormwater treatment on site must remove at least 80% of the average annual post development TSS per discharge location. The following TSS removal has been provided:

Discharge Point	TSS Removal Provided
Bunker Lake Blvd	82
Quinn St	82

Table 4.

The TSS removal standard is met at each discharge point as shown in Table 4.

Discharges to Wetlands: Stormwater from the proposed project is not being discharged into any wetlands, therefore this section does not apply.

Landlocked Basins: The proposed drainage system does not outlet to a landlocked basin, therefore this section does not apply.

Low Floor Freeboard: The proposed project is new development which includes buildings and habitable structures. Therefore, SMPs must be designed such that the lowest basement floor elevations are at least 2 feet above the 100-yr high water level and 1 foot above the emergency overflow. The lowest basement floor elevation proposed is 891.4 NAVD 88. The applicable 100-year high water levels are 887.8 and 887.4 NAVD 88 and the applicable emergency overflows are 888.7 and 888 NAVD 88. The freeboard requirement is met.

Maintenance:

Access: Sufficient maintenance access has been provided on the plans for all stormwater management practices.

All required maintenance easements have been provided on the plans.

Maintenance Agreements: The proposed stormwater management practices will not be maintained as part of standard municipal public work activities. Therefore, a maintenance agreement that meets District standards will be required.

Soils and Erosion Control (Rule 4.0)

Rule 4.0 applies to the proposed project because it is a land disturbing activity that requires a permit under another District rule.

The proposed project drains toward Coon Creek. The soils affected by the project include Sartell which do not have a soil erodibility factor of 0.15 or greater. Disturbed areas are proposed to be stabilized within 7 days, as required. The proposed erosion and sediment control plan includes perimeter control, inlet project, and stabilized construction entrance. The erosion control plan meets District Requirements. The site does require a NPDES permit. See attached Figure 3: Erosion and Sediment Control Plan.

Wetlands (Rule 5.0)

The proposed project does not include activities which result in the filling, draining, excavating, or otherwise altering the hydrology of a wetland. Rule 5.0 does not apply.

Floodplain (Rule 6.0)

The proposed project does not include land disturbing activities within the floodplain as mapped and modeled by the District. Rule 6.0 does not apply.

Drainage, Bridges, Culverts, and Utility Crossings (Rule 7.0)

The proposed project does not include land disturbing activities which construct, improve, repair, or alter the hydraulic characteristics of a bridge profile control or culvert structure on a creek, public ditch, or major watercourse. The proposed project does not include land disturbing activities which involve a pipeline or utility crossing of a creek, public ditch, or major watercourse.

The proposed project does not include land disturbing activities which construct, improve, repair or alter the hydraulic characteristics of a conveyance system that extends across two or more parcels of record not under common ownership and has a drainage area of 200 acres or greater. Rule 7.0 does not apply.

Buffers (Rule 8.0)

The proposed project does not include a land disturbing activity on land adjacent or directly contributing to a Public Water, Additional Waters, High or Outstanding Ecological Value Waters, a Public Ditch, or Impaired Waters/waters exceeding state water quality standards. Rule 8.0 does not apply.

Variances (Rule 10.2)

The proposed project is not requesting a variance from the District's rules, regulations, and policies. Rule 10.2 does not apply.

P24-050 Chase Bank - Andover



Figure 1: Project Location

13632 Van Buren St NE | Ham Lake, MN 55304 | 763.755.0975 | www.cooncreekwd.org

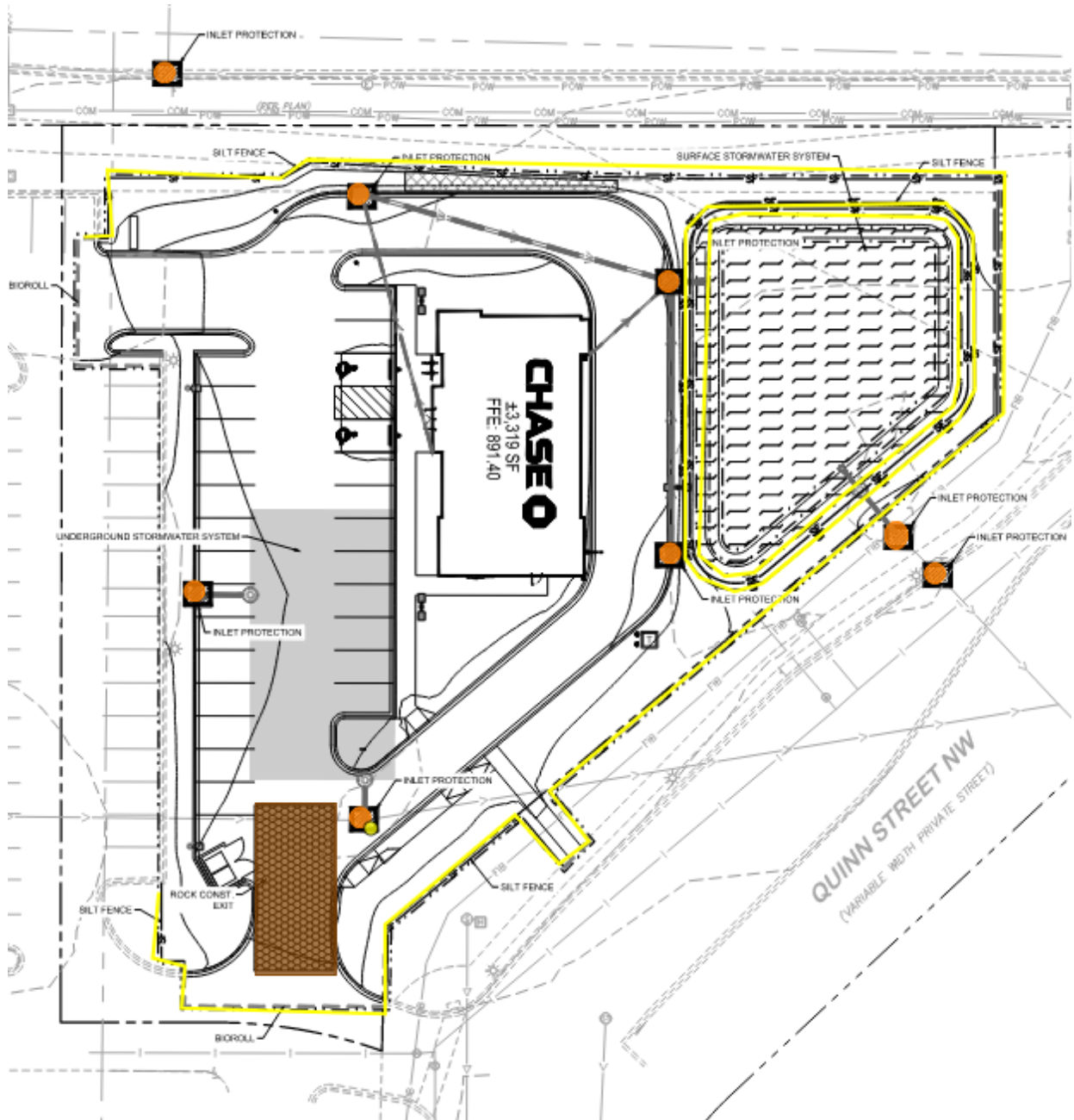


Figure 3: Erosion and Sediment Control Plan

Minnesota Watersheds Government Relations Discussion

Gull Lake Center

Tuesday, December 3, 2024

6:30 PM – 8:00 PM

6:30 – 6:35 PM Welcome and Agenda Overview

6:35 – 6:45 PM Overview of Process for Setting Legislative Priorities

In this session, an overview of the process for setting Minnesota Watersheds legislative priorities will be given.

6:45 – 7:00 PM Review 2024 Legislative Priorities and Legislative Session

In this session, an overview of the 2024 legislative priorities and legislative session will be given.

7:00 – 7:45 PM Understanding Minnesota Watersheds Priorities

In this interactive session, attendees will have the opportunity to provide feedback on current priorities and emerging concerns.

7:45 – 8:00 PM Next Steps

The intent of the final session of the evening is to explain the next steps in developing the legislative priorities for Minnesota Watersheds.





Annual Conference and Trade Show Tentative Agenda
Location: Grand View Lodge, Nisswa, MN

Tuesday, Dec 3	Time
Government Affairs Conversation with Lockridge, Grindal and Nauen (LGN)	6:30pm-8pm
Wednesday, Dec 4	
Registration + Breakfast	8am-9am
Choose your workshop when you register (click here to view agendas for each) The Minnesota Watersheds Drainage Workshop will include a variety of topics such as overcoming barriers that exist in the drainage environment, an overview of what the Drainage Work Group is doing, managing trees along drainage systems, myths regarding drainage systems and their management, lessons learned about grants, and an update on case law impacting drainage authorities. The Watershed Management Workshop will cover the roles of watershed districts and watershed management organizations in watershed management, watershed planning and plan implementation, laws that govern government officials, and real-world examples of on-the-ground projects. We encourage board and staff to attend this workshop. The Staff Development Workshop is geared toward watershed administrators and will cover the topics of best-value bidding and human resources training regarding fostering a thriving and engaged workforce and understanding the nuances of human resources regulations. The Staff Technical Training Workshop is a new endeavor. It is meant for watershed staff and will focus on new tools and framework for developing a storage strategy, an adaption of the MDNR Score the Score methodology for shoreline health, and a session on GPS surveying and construction staking.	9am-4:30pm
Lunch	12pm-1pm
Trade Show + Networking – Opening Night	6pm-9pm
Night at the Movies (TBD)	6pm-8pm
Thursday, Dec 5	
Breakfast	6:30am-9:30am
Regional Caucuses	7am-9am
Concurrent Sessions: No need to register for these sessions individually (view presentations)	8am-4:30pm
Lunch, Keynote and Awards	12pm-1:30pm
Trade Show	8am-3pm
Banquet + Awards	5pm-7pm
Friday, Dec 6	
Breakfast	7am-9am
Business Meeting (resolutions)	9am-11am
MW BOD Meeting	11am-12pm

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: November 12, 2024
AGENDA NUMBER: 14
ITEM: Carlos Avery WMA Master Plan Comments

AGENDA: Discussion

ACTION REQUESTED

Discuss

PURPOSE & SCOPE OF ITEM

To summarize the DNR's update to the Carlos Avery Wildlife Management Area Master Plan (Plan) and the CCWD's response to the draft Plan.

BACKGROUND

The Carlos Avery Wildlife Management Area forms the headwaters of Coon Creek. It is managed by the Department of Natural Resources (DNR) and guided by their Master Plan which was last updated in 1977. The new draft Plan was open for public comment until November 1st. CCWD submitted comments on portions of the Plan that could have an impact on the watershed.

Significant changes in this plan reflect a greater emphasis on enhancing native plant communities, increased knowledge of the habitat needs of flora and fauna in the Carlos Avery WMA, changing wildlife and human use of the area, more explicit acknowledgment of reserved treaty rights, and new challenges like invasive species and climate change. This plan reaffirms the commitment to providing healthy terrestrial and aquatic systems that support biodiversity. The Plan serves as strategic guidance for future operations that are planned in a separate effort annually by the DNR.

ISSUES/CONCERNS

The CCWD attended the public meeting and provided the following summarized comments:

1. Correct the statement that Coon Creek flows into the Rum River.
2. Coordinate with CCWD when planning water level management of pools 13-18 that discharge into Ditch 44 to mitigate potential flooding of downstream agriculture and development.
3. Recommend they inspect and maintain road dikes and other water control structures in accordance with their design function.

IMPLICATIONS FOR RESOURCE/ORGANIZATION

The DNR manages pool levels in the Carlos Avery for wildlife benefit. Pools 13-18 discharge into Ditch 44 that is the headwaters of Coon Creek. Water released from these pools has the potential to flood downstream agriculture and developments if released too quickly or at inopportune times. For this reason, it is critical that the DNR coordinates

with CCWD when they are planning pool-level management so we can reduce downstream flooding risk.

CCWD commented on inspecting and maintaining road dikes and other water control structures within the WMA as the function of these determines how water flows from the WMA into the watershed.

CONCLUSIONS

The DNR is updating its Master Plan for the Carlos Avery WMA. CCWD provided public comments on aspects of the Plan that would have a potential impact to the watershed and its residents.