COON CREEK WATERSHED DISTRICT
BOARD OF MANAGERS' MEETING
April 23, 2012

The Board of Managers of the Coon Creek Watershed District held their regular meeting on April 23, 2012, at the Bunker Hills Activity Center, Andover, MN.

POLICY ITEMS
1. Call to Order: The meeting was called to order at 7:30 PM
   Present: Scott Bromley, Warren Hoffman, Bill MacNally, Byron Westlund
   Staff: Tim Kelly, Ed Matthiesen, Diana Shonyo, Michelle Ulrich
   Others: None

2. Approval of the Agenda: Motion to approve the agenda was made by Hoffman and seconded by Bromley. Motion carried with four yeas (Bromley, Hoffman, MacNally, and Westlund) and no nays.

3. Open Mike: None

4. Approval of Minutes: Motion to approve the Minutes was made by Westlund and seconded by Bromley. Motion carried with four yeas (Bromley, Hoffman, MacNally, and Westlund) and no nays.

5. Adopt Working Drafts of Sections 1 & 2 of By-Laws: Kelly provided the final draft of Sections 1 & 2.

   Motion to Approve and move Sections 1 & 2 into the working copy was made by Hoffman and seconded by Bromley. Motion carried with four yeas (Bromley, Hoffman, MacNally, and Westlund) and no nays.

6. Adopt Annual Report of BWSR: Kelly noted that the financial presentation contained in this report are now audited figures.

   Bromley asked if services provided by Anoka Conservation District are audited to ensure the District receives services that have been paid for by the District. Kelly stated the Water Atlas provides that information and the District receives other data when requested. Kelly added the laboratory used by ACD is certified by the PCA. Westlund noted this is also part of any financial audit.

   Motion to Adopt for submittal to BWSR was made by Hoffman and seconded by Westlund. Motion carried with four yeas (Bromley, Hoffman, MacNally, and Westlund) and no nays.
PERMIT ITEMS
7. Tires Plus (Hwy 65 & 125th): The purpose of this project is construction of a Tires Plus Store and underground stormwater infrastructure at 12507 Central Ave. NE Blaine, MN.

The staff report provided to the Board identified the following issues and concerns:

<table>
<thead>
<tr>
<th>ISSUES/CONCERNS</th>
<th>Needs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Escrows: Escrows have not been paid.</td>
<td>Performance Escrow; $1500 + (1 acre *200/acre) = $1,700.00</td>
</tr>
<tr>
<td>Maintenance: The applicant has acknowledged that they intend to enter into an Operations and Maintenance agreement.</td>
<td>The applicant must enter into an O&amp;M agreement prior to issuance of CCWD Permit</td>
</tr>
<tr>
<td>Stormwater &amp; Hydraulics: The applicant is meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation.</td>
<td>The applicant must acknowledge that a post-construction test on the infiltration basin will be conducted by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain or a similarly accepted engineering standard will be conducted. The Coon Creek Watershed District shall be notified prior to the test to witness the results.</td>
</tr>
</tbody>
</table>

This project does meet District standards. Performance Escrows, Maintenance and Stormwater & Hydraulics items must be submitted prior to issuance of a permit.

Staff recommendation was to Approve with 3 Stipulations.
1. Receipt of escrows of $1,700.00
2. The applicant must enter into an O&M agreement prior to issuance of CCWD Permit
3. The applicant must acknowledge that a post-construction test on the infiltration basin will be conducted by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain or a similarly accepted engineering standard will be conducted. The Coon Creek Watershed District shall be notified prior to the test to witness the results.

Staff recommendation to Approve with 3 Stipulations was moved by Hoffman and seconded by Westlund. Motion carried with four yeas (Bromley, Hoffman, MacNally and Westlund) and no nays.

8. 167th and 171st Reconstruction: The purpose of this project is roadway reconstruction including intersection improvement, grading, and drainage at TH 65 between 167th and 171st in Ham Lake, MN.
The staff report provided to the Board identified the following issues and concerns:

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<tr>
<td>Escrows: Escrows have not been paid.</td>
<td>Performance Escrow; $1500 + (3 acre *200/acre) = $2,100.00</td>
</tr>
</tbody>
</table>

This project does meet District standards. Performance Escrows and Riser Details must be submitted prior to issuance of a permit.

Staff recommendation was to Approve with 2 Stipulations.

1. Receipt of escrows of $2,100.00
2. Provide a detail for the two drop inlet structures which are to be raised by 1’ each.

Staff recommendation to Approve with 2 Stipulations was moved by Westlund and seconded by Hoffman. Motion carried with four yeas (Bromley, Hoffman, MacNally and Westlund) and no nays.

9. Larson Systems Addition: The purpose of this project is building and parking lot expansion with stormwater infrastructure at 10073 Baltimore St NE in Blaine, MN.

The staff report provided to the Board identified the following issues and concerns:

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<tr>
<td>Escrows: Escrows have not been paid.</td>
<td>Performance Escrow; $1500 + (1 acre *200/acre) = $1,700.00</td>
</tr>
</tbody>
</table>

Maintenance: A drainage and utility easement is not provided for the storm water/infiltration pond shown on the drainage plan. The applicant has acknowledged that they intend to enter into an Operations and Maintenance agreement.

The applicant must enter into an O&M agreement prior to issuance of CCWD Permit

Soils & Erosion Control: All wetlands, water bodies, ponds, infiltration basins and water conveyance systems are not protected from erosion and sedimentation.

After initial grading completely surrounded the proposed infiltration basins with erosion control measures to prevent the basin from clogging.

Show the proposed rain leaders with any erosion control measure (if required) at the outlets on the construction plans.

This project does meet District standards. Performance Escrows Maintenance and Soils & Erosion control items must be submitted prior to issuance of a permit.

Staff recommendation was to Approve with 4 Stipulations.
1. Receipt of escrows of $1,700.00
2. The applicant must enter into an O&M agreement prior to issuance of CCWD Permit
3. After initial grading completely surrounded the proposed infiltration basins with erosion control measures to prevent the basin from clogging.
4. Show the proposed rain leaders with any erosion control measure as needed at the outlets on the construction plans.

Staff recommendation to Approve with 4 Stipulations was moved by Hoffman and seconded by Bromley. Motion carried with four yeas (Bromley, Hoffman, MacNally and Westlund) and no nays.

10. Coon Rapids Police and Vehicle Storage Facility: The purpose of this project is new building construction at 11155 Robinson Drive in Coon Rapids, MN.

The staff report provided to the Board identified no issues or concerns. This project meets District standards. Staff recommendation was to approve the project.

Staff recommendation to Approve with no Stipulations was moved by Hoffman and seconded by Bromley. Motion carried with four yeas (Bromley, Hoffman, MacNally and Westlund) and no nays.

DISCUSSION ITEMS
11. Draft Section 3 of By-Laws: Kelly noted that one change is that the Secretary would be assigned to represent the District at the Metro Association of Watershed Districts. Kelly also noted that he had made Johnson aware of this proposal and Johnson was in favor of leaving the appointment of MAWD representation as it is. Westlund also supported leaving the appointment process to MWD as it is.

Kelly noted that the By-Laws currently proposed would require the Treasurer to attend the Audit meeting and added that the auditor no longer requests that the Treasurer be present at all entrance and exit meetings. Westlund recommended this requirement be included in the By-Laws.

Motion to Table pending addition of these comments was made by Westlund and second by Bromley. Motion carried with four yeas (Bromley, Hoffman, MacNally, and Westlund) and no nays.

12. Report on Office Space: Kelly stated the latest version of the 2011 Lease Agreement draft will be updated with correct square footage and sent to Blaine Office Partners. Ulrich and Bromley will continue discussions with Tom Dolphin Jr.

13. Review Fiscal Capacity: Kelly gave a PowerPoint presentation discussing areas of revenue such as sources, program demands on revenues, and projected fund balances. Taxable market values for CCWD were compared to other watershed districts and WMOs in the metropolitan area. The impact on cash flow after the addition of SCWMO
was discussed. Kelly stated that resource demands are water quality, flood control, wetland, groundwater, irrigation, and aquatic invasive species have now been added.

Discussion followed with Westlund asking that the Board review the District fees, as this has not been visited for a few years.

INFORMATIONAL ITEMS

ADJOURN
The meeting adjourned at 8:36 PM on a motion by Hoffman, seconded by Bromley. Motion carried with four yeas (Bromley, Hoffman, MacNally, and Westlund) and no nays.

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Bill MacNally, President