COON CREEK WATERSHED DISTRICT
BOARD OF MANAGERS' MEETING

July 28, 2014

The Board of Managers of the Coon Creek Watershed District held their regular meeting on July 28, 2014, at Bunker Hills Activity Center.

POLICY ITEMS

1. Call to Order: The meeting was called to order at 7:30 PM

Present: Scott Bromley, Warren Hoffman, Brad Johnson, and Byron Westlund

Staff: Rebecca Haug, Jon Janke, Tim Kelly, and Michelle Ulrich

Other: Jerome Berg of Ham Lake, Georgianne & Bob Covey of Ham Lake, Mr. & Mrs. Menth of Spiral Manufacturing, Paul Stone of Stone Construction, and Michael Salchert of Sjoberg & Tebelius Law Firm

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

3. Open Mike: No one present

POLICY ITEMS

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

5. Review and Update on Ditch 44-3 Emergency Repair Project: Kelly gave a brief history of the project history. Covey asked for a meeting on site with CCWD staff to confirm the plan of action.

The Board recommended CCWD staff draft a construction plan and have an on-site meeting with residents.

6. Project Award: Woodcrest Creek Rain Garden Retrofit Project: Kelly noted that 2 bids were received and $39,567.80 was the low bid. The 2014 budgeted figure was $35,140.00.

<table>
<thead>
<tr>
<th>Item</th>
<th>Landscape Direction</th>
<th>MN Native Landscapes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mobilization/Demobilization</td>
<td>$1,000.00</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Soil Removal</td>
<td>$9,300.00</td>
<td>$4,650.00</td>
</tr>
<tr>
<td>Compost (4” depth, basin; 2” depth, side slope)</td>
<td>$1,417.50</td>
<td>$810.00</td>
</tr>
<tr>
<td>Double Shredded Hardwood Mulch (2” depth)</td>
<td>$1,360.00</td>
<td>$850.00</td>
</tr>
<tr>
<td>Vinyl Landscape Edging (20 ft. lengths)</td>
<td>$75.00</td>
<td>$900.00</td>
</tr>
<tr>
<td>Segmental Block Retaining Wall</td>
<td>$14,180.00</td>
<td>$21,270.00</td>
</tr>
<tr>
<td>Item</td>
<td>Cost 1</td>
<td>Cost 2</td>
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<tr>
<td>----------------------------------------------------------------------</td>
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</tr>
<tr>
<td>Class V Aggregate Base</td>
<td>$680.00</td>
<td>$340.00</td>
</tr>
<tr>
<td>Drainage Fabric (behind retaining wall)</td>
<td>$253.80</td>
<td>$282.00</td>
</tr>
<tr>
<td>Standard Concrete Work (pretreatment chamber pad)</td>
<td>$4,250.00</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Rain Guardian Pretreatment Chamber</td>
<td>$3,750.00</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Turf Restoration (sod strips)</td>
<td>$265.00</td>
<td>$265.00</td>
</tr>
<tr>
<td>Salvage Edging and Plants from Existing Garden</td>
<td>$200.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>Work Around Existing Irrigation System</td>
<td>$450.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>Perennials – 1” Plugs</td>
<td>$388.50</td>
<td>$789.00</td>
</tr>
<tr>
<td>Perennials – 2” Plugs</td>
<td>$144.00</td>
<td>$144.00</td>
</tr>
<tr>
<td>Perennials – 4” Pots</td>
<td>$924.00</td>
<td>$924.00</td>
</tr>
<tr>
<td>Shrubs &amp; Perennials – 1 Gallon Pots</td>
<td>$930.00</td>
<td>$930.00</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$39,567.80</strong></td>
<td><strong>$49,704.00</strong></td>
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</tbody>
</table>

Motion to Award the contract to Landscape Direction was made by Johnson and seconded by Bromley. Motion carried with four yeas (Bromley, Hoffman, Johnson, and Westlund) and no nays.

**PERMIT ITEMS**

**7. East Central Ave. Service Road:** The purpose of this project is reconstruction of East Central Avenue Service Road from 87\(^{th}\) Ln. to 89\(^{th}\) Ln. in Blaine, MN.

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

<table>
<thead>
<tr>
<th>ISSUES/CONCERNS</th>
<th>NEED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Escrows: $2,000 + (1.8 acres × $500/acre) = $2,900</td>
<td>1. Receipt of escrows</td>
</tr>
</tbody>
</table>

Staff recommendation to Approve with 1 Stipulations:
1. Receipt of escrows of \$2,900.00

Staff recommendation to Approve with 1 Stipulations was moved by Hoffman and seconded by Bromley. Motion carried with four yeas (Bromley, Hoffman, Johnson, and Westlund) and no nays.

**8. Enchanted Estates 2\(^{nd}\) Addition:** The purpose of this project is 2\(^{nd}\) addition to neighborhood development SW of the intersection of Constance Blvd. and Lexington Ave. NE in Ham Lake, MN.

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

<table>
<thead>
<tr>
<th>Stormwater &amp; Hydraulics</th>
<th>NEED</th>
</tr>
</thead>
<tbody>
<tr>
<td>The applicant has not shown a detail of the emergency overflow to the pond, its location, or where it will overflow to. The emergency overflow needs to be a defined location with the proper reinforcement to prevent erosion.</td>
<td>1. Provide the overflow elevation, detail, and location for Pond 4 where it would overflow into Austin Street NE.</td>
</tr>
</tbody>
</table>
|                         | 2. Increase low floor elevations to 1 foot above the back to back 100-
addition, all low floors shall be 1 foot above the emergency overflow crest.

year event peak and 1 foot above the proposed EOF elevation. Lots 2 and 3 show walkout elevations that are not a minimum of 1 foot above the back to back 100 year elevation.

**Maintenance:** Applicant has not applied for a permit through the City of Ham Lake.

3. Applicant must apply for a permit through the City of Ham Lake.

**Escrows:** $2,000 + (5.25 ac * $500/ac) = $4,625.00

4. Receipt of escrows.

Staff recommendation to table with 4 Stipulations:
1. Receipt of escrows of $4,625.00
2. Provide the overflow elevation, detail, and location for Pond 4 where it would overflow into Austin Street NE.
3. Increase low floor elevations to 1 foot above the back to back 100-year event peak and 1 foot above the proposed EOF elevation. Lots 2 and 3 show walkout elevations that are not a minimum of 1 foot above the back to back 100 year elevation.
4. Applicant must apply for a permit through the City of Ham Lake.

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

9. **Spiral Manufacturing:** The purpose of this project is building and parking lot addition at 11419 Yellow Pine St. in Coon Rapids, MN.

**Stormwater & Hydraulics:**
The applicant is not meeting the volume or rate management requirements. However, the applicant has demonstrated an attempt to meet the minimum requirements to the maximum extent practicable.

It is recommended that drain tile is installed in the proposed basin sloped to drain to the existing tile lines. Noting that there will be approximately 6 inches of standing water in the basin, it is recommended that water tolerant plants are added to the basin.

1. Place water tolerant plants in the bottom of the infiltration basin.

**Soils & Erosion Control:**
Grass filter strips are not great pretreatment for infiltration/filtration basins. It is recommended that the Anoka County

2. Consider using a sediment trap such as the Anoka Conservation District’s “Rain Guardian,” or a depressed riprap trap at the curb cut
Conservation District’s “Rain Guardian” or similar is used to prevent sedimentation in the pond.

Water Quality:
Since there is no rate, volume or water quality treatment on site, the District would like to see a water quality unit like a sump manhole with a SAFL Baffle installed at CBMH #4.

3. Add a water quality unit in CBMH #4 such as a sump manhole with SAFL Baffle, EcoStorm Plus, or equivalent inline device.

Maintenance:
An exhibit showing the stormwater features must be completed as part of the Operations and Maintenance Agreement.

4. Provide an exhibit for the stormwater features on the site to be part of Operations & Maintenance Agreement.

Escrow: $2,000 + (1.1 acres x $500/acre) = $2,550.00

5. Receipt of escrows.

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

Staff recommendation to Approve with 5 Stipulation:
1. Receipt of escrows of $2,550.00
2. Add a water quality unit in CBMH #4 such as a sump manhole with SAFL Baffle, EcoStorm Plus, or equivalent inline device.
3. Place water tolerant plants in the bottom of the infiltration basin.
4. Consider using a sediment trap such as the Anoka Conservation District’s “Rain Guardian,” or a depressed riprap trap at the curb cut location as an alternate form of pre-treatment.
5. Provide an exhibit for the stormwater features on the site to be part of Operations & Maintenance Agreement.

Staff recommendation to Approve with 5 Stipulation was moved by Bromley and seconded by Hoffman. Motion carried with four yeas (Bromley, Hoffman, Johnson, and Westlund), and no nays.

10. Sprouse Culvert: The purpose of this project is culvert installation at 12880 Lexington Blvd. on County Ditch 59-6 in Blaine, MN.

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

Stormwater & Hydraulics: The midpoint of the applicant’s property at 12880 Lexington is approximately 90+00 on the 8-9-85 District ditch plans for Ditch 59-6.

1. Provide an as-built survey showing the pipe invert and location. If the pipe moves along the alignment increase (if going to the south) or
The channel bottom at 90+00 is 893.80 (NGVD 1929) with a 0.05% slope. Station 90+00 is approximately 330’ upstream or south of where the ditch turns form a south to north alignment to an east to west alignment. The recommended culvert size is 36”. The installation tolerance for vertical control is +/- 0.1’.

### Soils & Erosion Control:
During pipe installation the District requires temporary erosion control. Permanent erosion control is required within 14 days of pipe installation.

### Escrows:
$2,000 + (1.65 \text{ ac} \times $500) = $2,825.00

### Staff recommendation to Approve with 3 Stipulations:
1. Receipt of escrows of $2,825.00
2. Provide an as-built survey showing the pipe inverts and location. If the pipe moves along the alignment increase (if going to the south) or decrease (if going to the north) the grade by 0.05% from the 90+00 station.
3. Provide a temporary and permanent erosion control plan.

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

#### 11. Stepping Stones Early Learning Center:
The purpose of this project is proposed development of a learning center at the intersection of Main St. NE and N Lake Blvd. in Blaine, MN.

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

### Stormwater & Hydraulics:
The applicant is meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation. A post construction test on the infiltration basin will be required to verify the assumed infiltration rates are obtained. The applicant must acknowledge that they will conduct a post construction test on the infiltration basin by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain. The Coon Creek
applicant must acknowledge that they will conduct a post construction test on the infiltration basin by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain. The Coon Creek Watershed District shall be notified prior to the test to witness the results.

The infiltration basins need to be clearly shown and labeled on the grading and utility plans and the rain gardens need to have utility easements.

There were no details for or mention of curb cutouts and inlet protection for stormwater entering the basins. If using curb cutouts, Anoka County Conservation District’s “Rain Guardian” is one option that would offer pretreatment.

In and around the infiltration basin shown on the grading plan (labeled 5P on the proposed drainage map), it is not clear what the dashed lines represent. A note needs to be provided or it needs to be clear in the legend what the line work represents.

**Soils & Erosion Control:**

The erosion control practice proposed for CBMH2 (IP2) on the erosion and sediment control plan (sheet C5.02) should be shown over the catch basin.

**Escrow:** $2,000 + (2.99 ac * $500/ac) = $3,495

Staff recommendation to Approve with 6 Stipulations:

1. Receipt of escrows.
2. The applicant must acknowledge that they will conduct a post construction test on the infiltration basin by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain. The Coon Creek Watershed District shall be notified prior to the test to witness the results.
3. Fix erosion control plan, sheet C5.02 to show inlet protection over CBMH2.
4. Provide locations of curb cutouts, details of curb cutouts, and inlet protection for the rain gardens.
5. Properly label rain gardens on plans and provide utility easements on utility plan.
6. Provide clarity as to what the dashed lines represent in and around the south west rain garden.

Staff recommendation to Approve with 6 Stipulations was moved by Johnson and seconded by Bromley. Motion carried with four yeas (Bromley, Hoffman, Johnson, and Westlund) and no nays.

12. Villas in The Lakes: The purpose of this project is 15 lot residential development in NE quadrant of the intersection of Harpers St. and Lakes Pkwy. NE in Blaine, MN.

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

| Groundwater: The Applicant did not submit a geotechnical report and therefore the ground water elevation is unknown. In addition the plans do not show the low floor elevations. | 1. Provide the proposed low floor elevations of the residential development.  
2. Provide geotechnical report to substantiate low floor elevations. |
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Stormwater &amp; Hydraulics: The applicant is not meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation. All projects in the Coon Creek Watershed District must meet this requirement. If applicants cannot meet this requirement due to site constraints in its entirety, they must meet it to the greatest extent practical and explain why it cannot be met.</td>
<td>3. Add additional infiltration or filtration areas to increase the volume management from the development. Provide stormwater runoff calculations that show the site is meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation. If it cannot be met, meet the requirement to the greatest extent practical and explain why it cannot be met.</td>
</tr>
<tr>
<td>Provide BMPs to the greatest extent practical, a post construction test on infiltration basins will be required to verify the assumed infiltration rates are obtained. The applicant must acknowledge that they will conduct a post construction test on the infiltration basin by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain. The Coon Creek Watershed District shall be notified.</td>
<td>4. If the depression area on Lots 10 and 11 are a filtration area, the applicant must acknowledge that they will conduct a post construction test on the infiltration basin by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain. The Coon Creek Watershed District shall be notified.</td>
</tr>
</tbody>
</table>
notified prior to the test to witness the results.  

<table>
<thead>
<tr>
<th>The depression on lots 10 and 11 should be a filtration basin with drain tile to draw water downs so lawns in the backyards are not saturated. Additional filtration basins could be located throughout the development to help achieve volume management requirements. Any additionally proposed filtration basins should utilize drain tile.</th>
</tr>
</thead>
<tbody>
<tr>
<td>prior to the test to witness the results. Put this note on the plans.</td>
</tr>
<tr>
<td>5. Provide additional information on the depression area on Lots 10 and 11.</td>
</tr>
<tr>
<td>a. Add drain tile to the bottom of the depression area to ensure drawdown and that lawns are not saturated at the surface.</td>
</tr>
<tr>
<td>b. If it is a filtration area, provide a HydroCAD model to show HWL.</td>
</tr>
<tr>
<td>c. If it is a filtration area, provide on the plans a drainage and utility easement which encompasses the HWL of the modeled depression area.</td>
</tr>
</tbody>
</table>

**Soils & Erosion Control:** If the depression on the grading plans is a proposed infiltration basin, the infiltration basin is not protected from erosion and sedimentation during construction. After initial grading the District requires that infiltration basins be completely surrounded by erosion control measures to prevent the basin from clogging.

<table>
<thead>
<tr>
<th>Escrows: $2,000 + (4.6 ac * $500/ac) = $4,300</th>
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<tbody>
<tr>
<td>6. If the depression area on Lots 10 and 11 are a filtration area, after initial grading completely surrounded the proposed infiltration basins with erosion control measures to prevent the basin from clogging.</td>
</tr>
<tr>
<td>7. Receipt of escrows.</td>
</tr>
</tbody>
</table>

Staff recommendation to Table with 7 Stipulations:  
1. Receipt of escrows of $4,300.00  
2. Provide the proposed low floor elevations of the residential development.  
3. Provide geotechnical report to substantiate low floor elevations.  
4. Provide additional information on the depression area on Lots 10 and 11.  
   a. Add drain tile to the bottom of the depression area to ensure drawdown and that lawns are not saturated at the surface.  
   b. If it is a filtration area, provide a HydroCAD model to show HWL.  
   c. If it is a filtration area, provide on the plans a drainage and utility easement which encompasses the HWL of the modeled depression area.  

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5. If the depression area on Lots 10 and 11 are a filtration area, the applicant must acknowledge that they will conduct a post construction test on the infiltration basin by filling the basin to a minimum depth of 6 inches with water and monitor the time necessary to drain. The Coon Creek Watershed District shall be notified prior to the test to witness the results. Put this note on the plans.

6. If the depression area on Lots 10 and 11 are a filtration area, after initial grading completely surrounded the proposed infiltration basins with erosion control measures to prevent the basin from clogging.

7. Add additional infiltration or filtration areas to increase the volume management from the development. Provide stormwater runoff calculations that show the site is meeting the volume management requirement equivalent to infiltrating runoff from the first inch of precipitation. If it cannot be met, meet the requirement to the greatest extent practical and explain why it cannot be met.

Staff recommendation to Table with 7 Stipulation was moved by Johnson and seconded by Bromley. Motion carried with four yeas (Bromley, Hoffman, Johnson, and Westlund) and no nays.

DISCUSSION ITEMS

13. Rough Draft 2015 Budget: Kelly reviewed the rough draft 2015 budget in greater detail. Johnson requested future discussions include justification of the approximate $900,000 increase in the budget. Hoffman asked that these discussions include how the potential annexation of the remaining portions of the City of Ham Lake would impact future budgets.

Motion to Receive the Report was made by Johnson and seconded by Hoffman. Motion carried with four yeas (Bromley, Hoffman, Johnson, and Westlund) and no nays.

14. Rough Draft 2015 Program Budget: Kelly explained the program budget briefly.

Motion to Receive the Report was made by Johnson and seconded by Hoffman. Motion carried with four yeas (Bromley, Hoffman, Johnson, and Westlund) and no nays.

15. Rough Draft 2015 CIP: Kelly explained the 2 sections of the CIP. Westlund would like to have “water quality” improvements explained and stated in greater detail.

Motion to Receive the Report was made by Westlund and seconded by Johnson. Motion carried with four yeas (Bromley, Hoffman, Johnson, and Westlund) and no nays.

16. Mississippi River Critical Area Workshop: Kelly discussed this workshop, which was put on by the MN DNR.

INFORMATIONAL ITEMS
17. **Options for White Bear Lake**: Article by Elizabeth Dunbar & Jeffrey Thompson of MPR News.

**ADJOURN**

The meeting adjourned at 8:20 on a motion by Bromley and seconded by Hoffman. Motion carried with four yeas (Bromley, Hoffman, Johnson, and Westlund) and no nays.

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Byron Westlund, President