



## Grant All-Detail Report

### Watershed Based Implementation FEB 2021

**Grant Title** - 2021 Metro WBIF – Mississippi East Watershed – Coon Creek WD

**Grant ID** - C21-5453

**Organization** - Coon Creek WD

<b>Original Awarded Amount</b>	<b>\$77,542.00</b>	<b>Grant Execution Date</b>	<b>3/21/2021</b>
<b>Required Match Amount</b>	<b>\$7,754.20</b>	<b>Original Grant End Date</b>	<b>12/31/2023</b>
<b>Required Match %</b>	<b>10%</b>	<b>Grant Day To Day Contact</b>	<b>Justine Dauphinais</b>
<b>Current Awarded Amount</b>	<b>\$77,542.00</b>	<b>Current End Date</b>	<b>12/31/2023</b>

#### Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$77,542.00	\$0.00	\$77,542.00
Total Match Amount	\$175,000.00	\$33,291.92	\$141,708.08
Total Other Funds	\$5,000.00	\$5,286.94	\$-286.94
<b>Total</b>	<b>\$257,542.00</b>	<b>\$38,578.86</b>	<b>\$218,963.14</b>

\*Grant balance remaining is the difference between the Awarded Amount and the Spent Amount. Other values compare budgeted and spent amounts.

#### Budget Details

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Administration/ Coordination	Administration /Coordination	Local Fund	Blaine/CCWD staff time	\$4,000.00	\$3,746.80	12/31/2021	N
Construction (Aurelia Park Stormwater Retrofits)	Urban Stormwater Management Practices	Current State Grant	2021 Metro WBIF – Mississippi East Watershed – Coon Creek WD..	\$77,542.00			N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Construction (Aurelia Park Stormwater Retrofits)	Urban Stormwater Management Practices	Local Fund	Blaine Levy	\$150,000.00			Y
Public Engagement	Project Development	Local Fund	Blaine/CCWD staff time	\$1,000.00	\$1,540.14	12/31/2021	N
Technical/ Engineering Assistance (Aurelia Park Stormwater Retrofits)	Technical/Engineering Assistance	Local Fund	CCWD Levy	\$0.00			Y
Technical/ Engineering Assistance (Aurelia Park Stormwater Retrofits)	Technical/Engineering Assistance	Local Fund	CCWD levy	\$25,000.00	\$33,291.92	10/31/2021	Y

### Activity Details Summary

Activity Details	Total Action Count	Total Activity Mapped	Proposed Size / Unit	Actual Size / Unit
155M - Storm Water Retention Basins	1	1	15000 SQUARE FEET	SQUARE FEET

### Proposed Activity Indicators

Activity Name	Indicator Name	Value & Units	Waterbody	Calculation Tool	Comments
Construction (Aurelia Park Stormwater Retrofits)	PHOSPHORUS (EST. REDUCTION)	19 LBS/YR	Springbrook Creek	P8 Urban Catchment Model	See attached Wenck memo for P8 assumptions and results
Construction (Aurelia Park Stormwater Retrofits)	SEDIMENT (TSS)	4.5 TONS/YR	Springbrook Creek	P8 Urban Catchment Model	See attached Wenck memo for P8 assumptions and results

### Final Indicators Summary

Indicator Name	Total Value	Unit
SEDIMENT (TSS)	4.50	TONS/YR

PHOSPHORUS (EST. REDUCTION)	19.00	LBS/YR
-----------------------------	-------	--------

**Grant Activity**

## Grant Activity - Administration/ Coordination

### Description

This activity includes regular coordination & progress meetings with project partners (City of Blaine staff, CCWD staff, project Engineer; 20% of time), project & construction management (contractor selection, securing permits, oversight; 50%), and financial tracking and all required grant reporting (30%).

This activity will be carried out by City of Blaine and CCWD staff as an in-kind contribution. Specifically, 1) Rebecca Haug, Blaine Water Resources Manager, will serve as project manager and will oversee construction management by the project Engineer (See Technical/Engineering Assistance Activity). and 2) Justine Dauphinais, CCWD Water Quality Coordinator, will be responsible for financial tracking and grant reporting with administrative oversight by Julie Peterson, CCWD Accountant

CCWD staff will work immediately to execute a Joint Powers Agreement with the City of Blaine that provides proper assurances for access, construction, and long-term operations & maintenance. This agreement will be submitted to BWSR for review and approval prior to expending any grant funds.

#### Key Milestones:

##### Year 1 (2021):

- JPA executed by July 31
- At least 2 project coordination meetings held
- Work plan progress check-in meeting with BWSR Board Conservationist by Dec 31

##### Year 2 (2022)

- Submit grant progress report in eLINK by Feb 1
- Work plan progress check-in meeting with BWSR Board Conservationist by June 30
- Complete final project design by July 31
- Award construction contractor by Oct 31
- Work plan progress check-in meeting with BWSR Board Conservationist by Dec 31

##### Year 3 (2023):

- Submit grant progress report in eLINK by Feb 1
- Work plan progress check-in meeting with BWSR Board Conservationist by June 30
- Sign off on final completion of constructed project by Aug 31
- Submit final report in eLINK by Dec 31

<b>Category</b>	ADMINISTRATION/COORDINATION		
<b>Start Date</b>	23-Mar-21	<b>End Date</b>	
<b>Has Rates and Hours?</b>	Yes		
<b>Actual Results</b>	Ongoing regular communication and coordination between CCWD staff, City of Blaine Staff, and the project engineer commenced in March 2021 and continues. A JPA was executed in July 2021 to formalize the roles and responsibilities of each partner (attached). The design phase of the project wrapped up in fall of 2021 with contractor selection in November 2021 and construction and associated oversight commencing in winter 2021-2022. CCWD staff provided grant administration services including all required reporting in eLink.		

## Grant Activity - Construction (Aurelia Park Stormwater Retrofits)

<b>Description</b>	<p>This activity includes construction site preparation &amp; maintenance, mobilization of equipment, tree removal, installation of stormwater basin/reservoir, and site restoration including tree planting. All work will be completed by one or more qualified contractors selected using a competitive bid process. Access, staging, &amp; construction will all occur on City-owned land. The City will own and maintain the constructed stormwater BMP. Revegetation practices will adhere to BWSR's Native Vegetation Establishment guidelines.</p> <p>One ~15,000 sq ft stormwater retention basin with at least 2 feet of dead pool storage will be installed in the SW corner of the City of Blaine's Aurelia Park. This basin will receive runoff from a 51.5 ac residential catchment that currently lacks stormwater treatment. A pre-treatment sump and baffle will be installed and the pond will be constructed as a reservoir for potential future re-use of stormwater for park irrigation. This project is expected to reduce TSS &amp; TP loading to Springbrook Creek by at least 4.5 tons/yr &amp; 19 lbs/yr, respectively.</p> <p>The City of Blaine will contribute \$150,000 towards construction as match.</p> <p>A preliminary feasibility study and concept design has been completed by Wenck Associates (see attachment).</p> <p>Key Milestones:</p> <p>Year 2 (2022): -Construction contractor awarded by Oct 31</p> <p>Year 3 (2023): -Final completion by Aug 31</p>	
<b>Category</b>	URBAN STORMWATER MANAGEMENT PRACTICES	
<b>Start Date</b>	1-Nov-21	<b>End Date</b>
<b>Has Rates and Hours?</b>	No	

**Actual Results**

On November 1 2021, nearly a full year ahead of schedule, JACON LLC was awarded the project through a competitive public bidding process. Minimal site preparations including staking and tree clearing occurred in late December 2021 for earthwork to commence in late January 2022. Construction invoicing and payment is anticipated to begin in January 2022. To date, no grant funds have been expended.

Activity Action - Retention Pond			
Practice	155M - Storm Water Retention Basins	Count of Activities	1
Description	Wet pond with pre treatment sump and baffle		
Proposed Size / Units	15,000.00 SQUARE FEET	Lifespan	30 Years
Actual Size/Units	SQUARE FEET	Installed Date	
Mapped Activities	1 Point(s)	Technical Assistance Provider	Private Consultant

**Final Indicator for Retention Pond**

Indicator Name	PHOSPHORUS (EST. REDUCTION)	Value	19
Indicator Subcategory/Units	WATER POLLUTION (REDUCTION ESTIMATES) LBS/YR	Calculation Tool	P8 Urban Catchment Model
Waterbody	Springbrook Creek		

**Final Indicator for Retention Pond**

Indicator Name	SEDIMENT (TSS)	Value	4.5
Indicator Subcategory/Units	WATER POLLUTION (REDUCTION ESTIMATES) TONS/YR	Calculation Tool	P8 Urban Catchment Model
Waterbody	Springbrook Creek		



**Grant Activity - Public Engagement**

<p><b>Description</b></p>	<p>Efforts will be made to engage the public throughout the entire project. A public open house will be held to discuss local water quality impairments, the proposed BMPs, and to gather feedback (25%). Regular project updates will be published on a dedicated project webpage, at the project site, and in a Blaine newsletter article (75%).</p> <p>This activity will be carried out by Blaine and CCWD staff as an in-kind contribution. Specifically, Rebecca Haug (Blaine Water Resources Manager) will oversee all public engagement efforts with assistance from Dawn Doering (CCWD Information &amp; Education Coordinator).</p> <p>Key Milestones:</p> <p>Year 1 (2021):</p> <ul style="list-style-type: none"> <li>-Create project webpage by Nov 30</li> </ul> <p>Year 2 (2022):</p> <ul style="list-style-type: none"> <li>-Update project webpage by March 30</li> <li>-Host public open house by June 30</li> <li>-Install onsite signage by Oct 31</li> </ul> <p>Year 3 (2023):</p> <ul style="list-style-type: none"> <li>-Update project webpage by March 30</li> <li>-Publish article in City newsletter by June 30</li> </ul>	
<p><b>Category</b></p>	<p>PROJECT DEVELOPMENT</p>	
<p><b>Start Date</b></p>	<p>25-Mar-21</p>	<p><b>End Date</b></p>
<p><b>Has Rates and Hours?</b></p>	<p>Yes</p>	

## Actual Results

Efforts to engage the public are ongoing. In March-April 2021, a joint District/City project communication plan was drafted, a dedicated project webpage was created and launched, a direct mailer was sent to adjacent residents, and a message board was installed at the project site. A hybrid virtual/in-person public open house was hosted on 4/29/21 and attended by 4 residents. An article about the upcoming project was included in the May 2021 City newsletter and a segment was run on North Metro TV in December. Project updates also continue to be posted at the on-site message board. Public engagement activities are proceeding as planned, roughly a year ahead of schedule given accelerated construction schedule.

**Grant Activity - Technical/ Engineering Assistance (Aurelia Park Stormwater Retrofits)**

<p><b>Description</b></p>	<p>Stantec (formerly Wenck) will provide all technical and engineering assistance under the direction of City of Blaine staff (Rebecca Haug), with assistance from CCWD staff (Jon Janke, Operations &amp; Maintenance Coordinator).</p> <p>The project engineer will develop and complete design plans and specifications including any surveying, geotechnical analyses, and permitting (45%), implement the competitive bidding process (15%), and provide construction oversight and final sign off on the constructed project (40%).</p> <p>Ed Matthiesen (P.E) will be the lead Engineer and will adhere to the recognized design standards for stormwater ponds referenced in the Minnesota Stormwater Manual(<a href="https://stormwater.pca.state.mn.us/index.php?title=Design_criteria_for_stormwater_ponds">https://stormwater.pca.state.mn.us/index.php?title=Design_criteria_for_stormwater_ponds</a>) and in accordance with City of Blaine's specifications for construction(<a href="https://www.blainemn.gov/418/Standard-Specifications-for-Construction">https://www.blainemn.gov/418/Standard-Specifications-for-Construction</a>)</p> <p>All plans and specifications will be completed and signed by a licensed professional engineer. This activity will be funded by local match.</p> <p>Key Milestones:</p> <p>Year 2 (2022):</p> <ul style="list-style-type: none"> <li>-Finalized design plans and specifications completed by July 31</li> <li>-Project advertised for competitive bid by Sept 15</li> </ul> <p>Year 3 (2023):</p> <ul style="list-style-type: none"> <li>-Sign off on final completion by Aug 30</li> </ul>	
<p><b>Category</b></p>	<p>TECHNICAL/ENGINEERING ASSISTANCE</p>	
<p><b>Start Date</b></p>	<p>3-May-21</p>	<p><b>End Date</b></p>
<p><b>Has Rates and Hours?</b></p>	<p>No</p>	

**Actual Results**

The project engineer, Ed Mathiessen of Stantec (formally Wenck), developed design plans and specifications in accordance with recognized standards for stormwater ponds and filter benches referenced in the MN Stormwater Manual. A completed project manual for bidding was delivered in October 2021. The project was publicly bid and awarded to the lowest competent bidder, JACON LLC on 11/1/2021, nearly one full year ahead of schedule.

The City of Blaine intends to provide construction oversight in-house. The City engineer will sign off on project completion.

**Grant Attachments**

Document Name	Document Type	Description
2021 In Kind Staff Time Documentation	Progress	Progress Dated - 12/16/2021
2021 Match Documentation	Progress	Progress Dated - 12/16/2021
2021 Watershed Based Implementation Funding	Grant Agreement	2021 Watershed Implementation Funding - Coon Creek WD
2021 Watershed Based Implementation Funding EXECUTED	Grant Agreement	2021 Watershed Implementation Funding - Coon Creek WD
2021 Year End Financial Report	Progress	Progress Dated - 12/16/2021
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 12/16/2021
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/27/2022
Application	Workflow Generated	Workflow Generated - Application - 02/24/2021
Example of JPA	Grant	2021 Metro WBIF – Mississippi East Watershed – Coon Creek WD
Feasibility Analysis Memo	Grant	2021 Metro WBIF – Mississippi East Watershed – Coon Creek WD
JPA executed 7-26-21	Grant	2021 Metro WBIF – Mississippi East Watershed – Coon Creek WD
Master Budget Tracking Spreadsheet	Progress	Progress Dated - 12/16/2021
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 03/01/2021
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 03/17/2021