

BOARD MEETING AGENDA

Board Room
Coon Creek Watershed District Offices
Monday, February 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 of January 22, 2024**
- 6. Administrator's Report**
- 7. Advisory Committee Report**
- 8. Approve Bills for Payment**

POLICY ITEMS

- 9. Grant Agreement - BWSR for Lower Coon Creek Corridor Restoration (LCCCR) Project**
- 10. 2024 Quarter 1 - Water Quality Cost Share Awards**

PERMIT ITEMS

- 11. Blaine Crossing – My Salon**
- 12. SP 0208-165**

DISCUSSION ITEMS

None

INFORMATIONAL ITEMS

- 13. Minnesota Watersheds Thank You and Accomplishments Presentation Slides**
- 14. Agenda for Minnesota Watershed's Legislative Briefing – March 6, 3 PM**
- 15. Second Extension of MS4 TMDL Reporting**

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, January 22, 2024, at the Coon Creek Watershed District Office.

1. Call to Order

The meeting was called to order at 5:30 PM

Board Members Present: Erin Lind, Dwight McCullough, James Hafner, Mary Campbell, and Jason Lund

Staff Present: Bobbie Law, Jon Janke, Jason Hilst, Corinne Elfelt, and Michelle Ulrich

Staff Present via Zoom: Jessica Lindemyer, Erin Margl, and Erik Bye

2. Approval of the Agenda:

Board Member Hafner moved to add Permit Review Item 7 Round Lake Blvd (149th Ln NW – 157th Ave NW) to the Consent Agenda. Seconded by Board Member McCullough. Motion carried with five yeas (Board Members Campbell, Hafner, Lind, McCullough, and Lund) and no nays.

Board Member Campbell moved to Approve the Agenda as amended. Seconded by Board Member Lund. The motion carried with 5 yeas (Board Members Lind, McCullough, Hafner, Campbell, and Lund) and no nays.

3. Announcements

None

4. Open Mic/Public Comment

No one present for comment.

CONSENT ITEMS:

5. Approval of Minutes of January 8, 2024

6. Approval of Bills:

Claims totaling \$278,321.96 on the following disbursement list will be issued and released upon Board approval.

Vendor name	Amount
UHAUL INTERNATIONAL INC	\$3,045.00
STEEN ENTERPRISES	\$2,455.25
LARRY SCHWARTZ	\$8,024.00
MNSPL INC	\$1,315.31
MENARD INC	\$736.62
MARK OF EXCELLENCE HOMES INC	\$8,057.85
MARK OF EXCELLENCE HOMES INC	\$5,120.00
MARK OF EXCELLENCE HOMES INC	\$10,354.15
CENTERPOINT ENERGY-ESCROW	\$1,975.62
LOFFLER COMPANIES INC	\$90.73
EMMONS AND OLIVIER RESOURCES INC	\$17,924.00
YTS COMPANIES LLC	\$6,168.75
STANTEC CONSULTING SERVICES INC	\$6,412.40
STANTEC CONSULTING SERVICES INC	\$1,983.50
STANTEC CONSULTING SERVICES INC	\$199.50
STANTEC CONSULTING SERVICES INC	\$12,858.72
STANTEC CONSULTING SERVICES INC	\$3,038.75
TRUE BLUE PLUMBING LLC	\$255.00
ANOKA COUNTY MN	\$140,511.56
KISTERS NORTH AMERICA INC	\$15,000.00
TRUE BLUE PLUMBING LLC	\$720.00
METRO I NET	\$5,398.00
ABDO LLP	\$1,457.50
WELL GROOMED LAWNS INC	\$433.00
RESPEC COMPANY LLC	\$9,233.75
ABDO LLP	\$14,500.00
RMB ENVIRONMENTAL LABORATORIES INC	\$1,053.00
Total	\$278,321.96

The following Permit Items were moved to the Consent Agenda by motion:

7. Round Lake Blvd (149th Ln NW – 157th Ave NW)

The purpose of this project is to reconstruct Round Lake Blvd from 149th to 157th Ave and associated stormwater management features.

Staff recommendation was to approve permit application number P-23-063 with 1 conditions and 3 stipulations as follows:

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$7,650.00.

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. 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 a post construction infiltration test on Infiltration Basin 100 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, including volume, critical elevations and proof of installation for hydrodynamic separators.

Board Member Lind moved to Approve the Consent Agenda Items seconded by Board Member Hafner. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

POLICY ITEMS

None

PERMIT ITEMS

Moved to consent items.

DISCUSSION ITEMS

8. Ditch 20 Inspection Report

Mr. Hilst introduced himself to the Board as the operations and maintenance inspector for the District. He presented his findings regarding inspection results for the Ditch 20 system. Managers discussed the immediate, projected, and potential maintenance need for the ditch. Mr. Janke noted that the District has a contract in place to have the major maintenance and restoration needs met if not managed by District staff.

Board Member Cambell moved to receive the Ditch 20 Inspection report. Seconded by Board Member Lund. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

9. Ditch 54 Inspection Report

Mr. Hilst presented his findings regarding inspection results for the Ditch 54 system. Managers discussed the effects of beavers on the public ditch system.

Board Member Lund moved to receive the Ditch 54 Inspection report. Seconded by Board Member Lind. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

10. Personnel Guidance Manual Amendments/Draft Revisions to Employee handbook

Ms. Elfelt noted that she was available to answer questions regarding the proposed amendments. She gave an overview of new MN state laws regarding Earned Sick and Safe Time (ESST) effective January 1st, 2024. She also noted that the Personnel Guidance Manual will be re-written in full to coincide with the District's final phase of separation from Anoka County in 2025.

Board member Lund moved to adopt amended portions of the Coon Creek Watershed District Personnel Guidance Manual as presented by staff. Seconded by Board Member McCullough. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

11. Draft CAC Policy

Ms. Lindemyer described the proposed policy amendment to allow multiple appointment times throughout the year. Proposed revision options to CAC policy 6.2a included:

1. Applications to serve on the Advisory will be accepted year-round and considered

for appointment at the next regular board meeting following receipt of a completed application.

2. Applications to serve on the Advisory will be accepted year-round and considered for appointment in January and June. To be considered for appointment in January, applications must be received by December 1st. To be considered for appointment in June, applications must be received by May 1st.

Board Member Campbell moved to adopt proposed option 1 as presented. Seconded by Board Member Lind. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

INFORMATIONAL ITEMS

None

ADJOURN

Board Member Campbell moved to adjourn at 6:02 p.m. Seconded by Board Member Lind. Motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

President

**COON CREEK WATERSHED DISTRICT
Request for Board Action**

MEETING DATE: January 8, 2024
AGENDA NUMBER: 6
ITEM: Administrator's Report

AGENDA: Consent

REQUESTED ACTION:

Receive report.

ADMINISTRATOR'S EVALUATION

Upcoming Board Considerations

- Award Water Education Grants
- Receipt of comments on Comprehensive Plan
- Public Hearing on Comprehensive Plan and Comments
- Permit Review Fee structure and amounts.

District Capacity and Capability

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

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

CURRENT SITUATION

The District averaged 1-3" of snow in the month of January with a snow to water equivalency of around **0.15"**. That leaves the District *0.90 inches* or 85% below for the month and year.

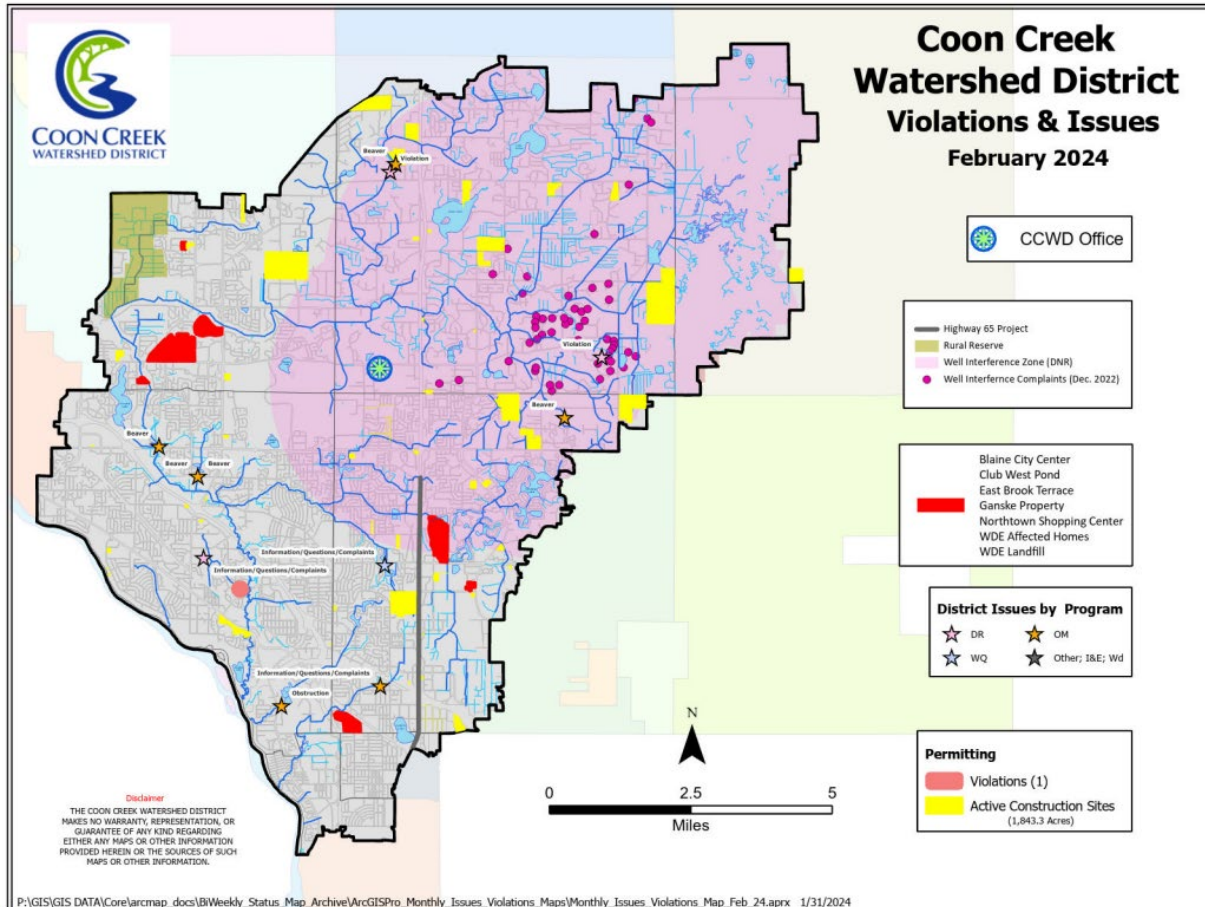
Drought status in the District has been Abnormally Dry for the past 6 weeks. Streams and ditches are low or on the low end of normal and have plenty of storage. The current springtime flood risk is low due to low stream levels and lack of snowpack.

NWS is currently predicting little to no precipitation over the next 7 days and temperatures will continue to be well above average with highs ranging from 40° to 50°.

2024 Water Watch



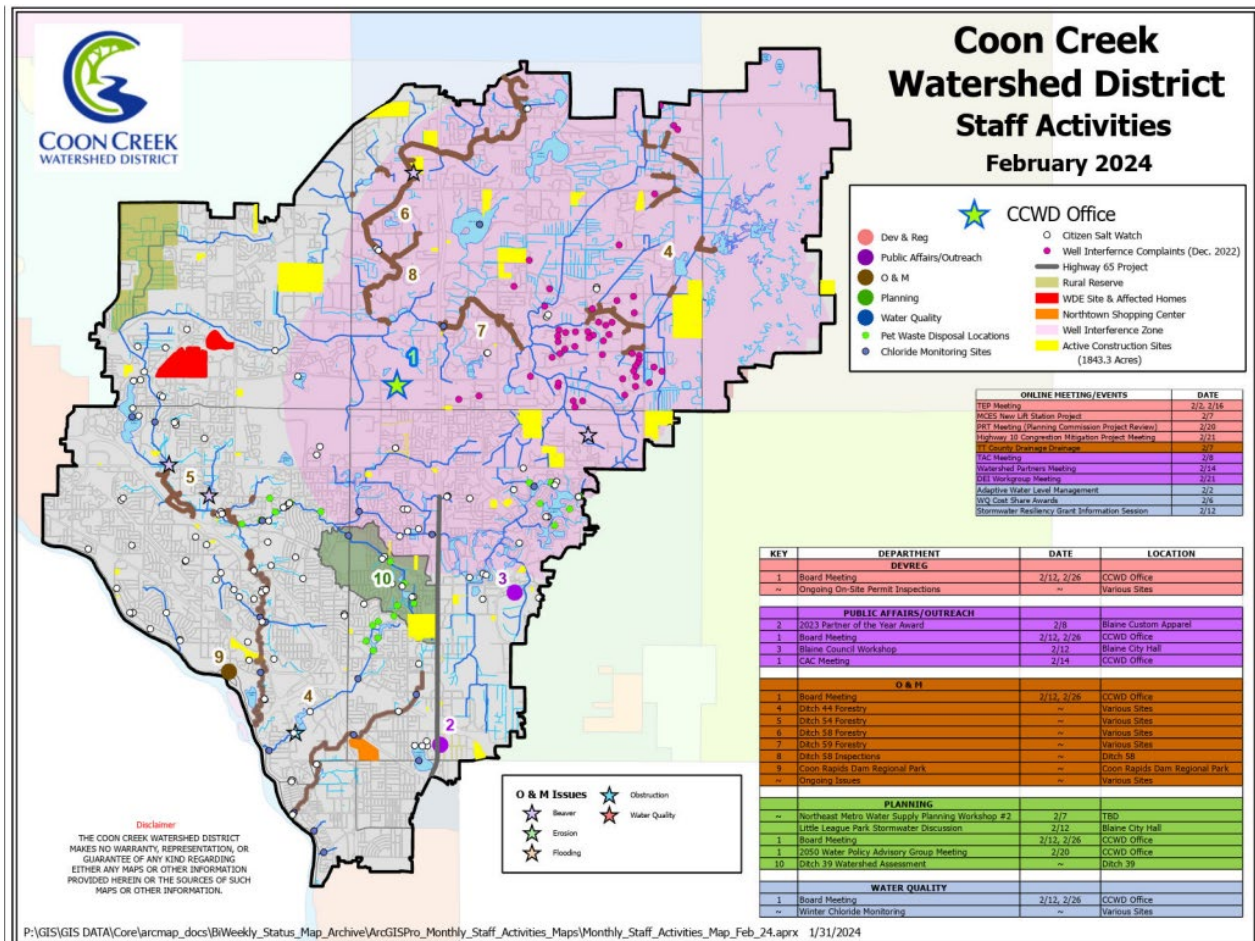
Problems, Issues and Concerns



EXECUTION

January Priorities

O&M	Planning	PGA	WQ	Development
Coon Rapids Dam Regional Park	Comprehensive Plan Review	Audience Analysis Survey	2024 Water Quality Cost Share: Scoring, Awards, Agreements	WCA Reporting
AOP Update	CD39 meeting #3 - drafting approach for goals & obj	Website Update	Load Duration Curve Analysis	ESC SOP
Coon Creek Bank Stabilization	CD37 - review WQ model/geotech work	Water Education Grant	Street Sweeping Crediting Study Phase 2	City Log-Ins to MS4 Front



Non-Routine Projects

Anoka County Transition:

Accounting: Transfer of accounting data from Anoka county complete. Final checking and debugging continue. Current issue is timing of reports and how that timing affects regular and orderly reporting to the Board of Managers

Comp Plan Review:

- Comp Plan under public review. A briefing for plan reviewers and state agencies was held 2/1. Questions were general.

Legislature: Legislature convenes February 12.

Rule Making:

- MPCA: Lake Water Quality standards – Considering the application of Tiered Aquatic Life Use (TALU) standards.
- PFAS Products Fee and Reporting
- MN Plumbing Board and Stormwater Surcharge

TH 65: No update.

MANAGEMENT DISPOSITION

Financial Position:

No report

Equipment and Facilities:

All equipment is in good working condition.

Staffing:

- Health: The overall health of staff is good. One member is on extended medical leave. Due to return early February.
- Personnel Manual: Rewrite for Earned Sick and Safe Time (ESST) has been adopted.
- Staff Availability: Over the month of January, the District staffing we will be at 88%
 - One staff member is out through approximately February 15, 2024 for medical leave.
- Vacancies/New Hires
 - No vacancies.
 - Beginning to receive inquiries about student interns.

Sustaining Effort:

- Recruitment: Student worker position advertised. Have one hired; she will start in May of 2024. One additional intern/student worker position is currently vacant
- Succession Planning: Development of the Succession Plan continues.

- **TRAINING**
 - NPDES Review: Select staff completed general training on the Federal and State National Pollutant Discharge Elimination System program.
 - Wetland Conservation Act Administration: Select staff attended WCA administration training.

**COON CREEK WATERSHED DISTRICT
Request for Board Action**

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

AGENDA: Consent

ACTION REQUESTED

Receive Report

BACKGROUND

The Citizen Advisory Committee (CAC) met in a hybrid format on January 10th. The Technical Advisory Committee (TAC) met virtually on January 11th.

- The next CAC meeting scheduled: February 14th at 4:30pm hybrid with Zoom.
- The next TAC meeting scheduled: February 15th at 8:30am hybrid with Zoom.

ISSUES/CONCERNS

Citizen Advisory Committee (CAC)

All CAC members were present in person at the CCWD office except Mr. MacPherson who attended the meeting virtually. CCWD staff member, Jessica Lindemyer, was also in attendance. The meeting was chaired by Ms. Goodboe-Bisschoff.

1. Announcements:

New Committee Member, Jason Margl, introduced himself as a resident of Andover and provided a brief professional background.

2. District Update:

Jessica Lindemyer informed the CAC that the Board will be considering changes to the CAC appointment policy at the January 22nd Board meeting.

3. Draft Comprehensive Watershed Management Plan:

Jessica provided a brief overview of the comprehensive plan status, including next steps, and the process for providing comments. There was general discussion regarding the Comprehensive Plan and a consensus to continue discussions at the February meeting. No formal comments were made by the CAC.

Technical Advisory Committee (TAC)

The majority of the TAC members were present; absent were Anoka Conservation District, Board of Water & Soil Resources, and Spring Lake Park.

1. Management Situation:

CCWD Staff provided brief updates on the following topics: recent weather and hydrology, subwatershed planning efforts, water quality grant program, plumbing board surcharge updates.

Each TAC member provided an overview of any stormwater related plans for 2024.

2. Annual Assessment:

Tim Kelly asked the following questions to all present TAC members: What are we, as a group, doing well? What can we approve upon?

Many TAC members highlighted interagency collaboration and communication as one of the biggest benefits of the Committee and its monthly meetings. Several members also commended the District for seeing and communicating the bigger picture.

Feedback on areas of improvement was more varied. A few TAC members expressed interest in receiving advance notice of what will be discussed at each TAC meeting and better education for municipal staff and council on water-related concerns. There was a brief discussion regarding the potential benefit of shared interagency positions and additional help with funding.

3. Announcements:

There was a brief discussion regarding the January 10th Coon Rapids Council Workshop at which Tim Kelly presented. Tim Himmer stated that the meeting went very well, it was succinct and focused. The presentation was well received, and the council was very engaged.

RECOMMENDATION

Receive Report

COON CREEK WATERSHED DISTRICT
Request for Board Action

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

FISCAL IMPACT: Budgeted
POLICY IMPACT: Policy

REQUEST
 Approve bills

BACKGROUND

Claims totaling \$224,894.65 on the following disbursement(s) list will be issued and released upon Board approval.

Vendor	Amount
V0008--US BANK	12,393.43
V0010--A1 FLOOR AND CARPET CARE INC	1,076.25
V0015--ANOKA COUNTY MN	142,868.74
V0026--CITY OF COON RAPIDS	2,255.00
V0026--CITY OF COON RAPIDS	2,205.00
V0026--CITY OF COON RAPIDS	2,050.00
V0030--CONNEXUS ENERGY	260.15
V0047--AH IND SCHOOL DIST 11	3,250.00
V0054--MICHELLE J ULRICH PA	5,078.25
V0055--MINUTEMAN PRESS	89.99
V0078--XCEL ENERGY	62.60
V0090--CENTERPOINT ENERGY-UTILITY	322.48
V0094--STATE OF MN AUDITOR	14,595.88
V0096--RANDY WESP EXCAVATING LLC	3,127.50
V0110--RESPEC COMPANY LLC	1,170.00
V0110--RESPEC COMPANY LLC	8,766.25
V0111--WELL GROOMED LAWNS	433.00
V0138--RMB ENVIRONMENTAL LABORATO	261.00
V0150--PROWIRE INC	200.00
V0242--METRO I NET	5,398.00
V0247--POOP 911 OF MPLS STP LLC	731.40
V0247--POOP 911 OF MPLS STP LLC	731.40
V0276--ULINE	12,275.80
V0276--ULINE	-1,620.00
V0276--ULINE	2,517.41
V0277--THONE, BENJAMIN	1,763.12
V0278--GARAGE RE LLC	2,632.00
Grand total	224,894.65

Item 8: Bills to be Paid Page 2 of 2

Company name:	Coon Creek Watershed District									
Created on:	2/7/2024									
	Vendor name	Bill number	Date	Fund name	Department name	Account	Capital Project ID	Grant ID	Transaction amount	Memo
0224CCWD	A1 FLOORAND CARPET CARE INC	0224CCWD	1/24/2024	General Fund	Administration	61105			1,076.25	Feb 2024 Cleaning Services
Sum for 0224CCWD									1,076.25	
1040-166981	POOP911 OF MFLS STPLLC	1040-166981	1/1/2024	General Fund	Administration	61549		G22-001	540.60	4 Weeks clean up service Jan 2024
	POOP911 OF MFLS STPLLC	1040-166981	1/1/2024	General Fund	Public & Governmental Affairs	61549			190.80	4 Weeks clean up service Jan 2024
Sum for 1040-166981									731.40	
1041-166881	POOP911 OF MFLS STPLLC	1041-166881	2/1/2024	General Fund	Administration	61549		G22-001	540.60	4 week clean up service Feb 24
	POOP911 OF MFLS STPLLC	1041-166881	2/1/2024	General Fund	Public & Governmental Affairs	61549			4 week clean up service Feb 24	
Sum for 1041-166881									731.40	
10982621-0124	CENTERPOINT ENERGY-UTILITY	10982621-0124	1/17/2024	General Fund	Administration	62225			322.48	Acct 10982621-4 Jan 2024
Sum for 10982621-0124									322.48	
1727	METRO NET	1727	2/1/2024	General Fund	Administration	63066			5,398.00	Monthly IT Services Feb 24
Sum for 1727									5,398.00	
173357503	ULINE	173357503	1/19/2024	General Fund	Administration	65340			12,275.80	Order #11611886 Training Tables & Chairs
Sum for 173357503									12,275.80	
173778951	ULINE	173778951	1/30/2024	General Fund	Administration	65340			2,517.41	Order #12319721 Training Tables
Sum for 173778951									2,517.41	
218	RANDY WESPEXCAVATING LLC	218	1/25/2024	General Fund	Operations & Maintenance	61549	PRDJ24-413		3,127.50	24 Non Flout Maint Iss 23-047 D58-7 Beaver Dam Removal
Sum for 218									3,127.50	
25152	WELL GROOMED LAWN	25152	1/31/2024	General Fund	Administration	61250			433.00	FLOW & SHOVEL JAN24
Sum for 25152									433.00	
253758-0124	CONNEXUS ENERGY	253758-0124	1/25/2024	General Fund	Administration	62226			260.15	Acct 828846-253758 Jan 2024
Sum for 253758-0124									260.15	
60578	FRDWIRE INC	60578	1/17/2024	General Fund	Administration	63067			200.00	SO 30995 Annual Fire System Testing
Sum for 60578									200.00	
72191	STATE OF MN AUDITOR	72191	1/26/2024	General Fund	Administration	20010			14,595.88	2022 Audit Services
Sum for 72191									14,595.88	
861397993	XCEL ENERGY	861397993	1/17/2024	General Fund	Administration	62226			62.60	51-0013973606-9 Jan 2024
Sum for 861397993									62.60	
982190	MINUTEMAN PRESS	982190	1/22/2024	General Fund	Administration	61102			89.99	Business Cards Erin Margl
Sum for 982190									89.99	
B011784	RMB ENVIRONMENTAL LABORATORIES INC	B011784	1/29/2024	General Fund	Water Quality	61549	PRDJ24-515b		261.00	WOB011784 Stream Monitoring
Sum for B011784									261.00	
CCWD-0124	ANKO COUNTY MN	CCWD-0124	2/6/2024	General Fund	Administration	60717			8,155.70	FERR-Salary/Benefits expense Jan 2024
	ANKO COUNTY MN	CCWD-0124	2/6/2024	General Fund	Administration	60720			663.52	Dental Ins-Salary/Benefits expense Jan 2024
	ANKO COUNTY MN	CCWD-0124	2/6/2024	General Fund	Administration	60715			39.86	Lifetns-Salary/Benefits expense Jan 2024
	ANKO COUNTY MN	CCWD-0124	2/6/2024	General Fund	Administration	60713			518.12	HFA pmts-Salary/Benefits expense Jan 2024
	ANKO COUNTY MN	CCWD-0124	2/6/2024	General Fund	Administration	60714			15,058.00	Health Ins-Salary/Benefits expense Jan 2024
	ANKO COUNTY MN	CCWD-0124	2/6/2024	General Fund	Administration	60716			9,081.33	RICA-Salary/Benefits expense Jan 2024
	ANKO COUNTY MN	CCWD-0124	2/6/2024	General Fund	Administration	60110			108,217.40	Salaries-Salary/Benefits expense Jan 2024
	ANKO COUNTY MN	CCWD-0124	2/6/2024	General Fund	Administration	63052			416.67	Acct Svcs-Salary/Benefits expense Jan 2024
	ANKO COUNTY MN	CCWD-0124	2/6/2024	General Fund	Administration	60855			1,575.00	Board Stipends-Salary/Benefits expense Jan 2024
	ANKO COUNTY MN	CCWD-0124	2/6/2024	General Fund	Administration	60721			143.14	LTD-Salary/Benefits expense Jan 2024
Sum for CCWD-0124									142,868.74	
Charge payoffs - 128	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Watershed Development	20020			90.00	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Watershed Development	20020			16.33	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Operations & Maintenance	20020	PRDJ24-419		3,000.00	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Operations & Maintenance	20020			41.01	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Operations & Maintenance	20020			210.00	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Operations & Maintenance	20020			-194.15	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Operations & Maintenance	20020			50.20	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Operations & Maintenance	20020			194.15	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Operations & Maintenance	20020			80.35	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Water Quality	20020			210.00	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Water Quality	20020			50.00	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Public & Governmental Affairs	20020			210.00	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			122.97	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Public & Governmental Affairs	20020			44.31	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Public & Governmental Affairs	20020			5.69	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Public & Governmental Affairs	20020			51.31	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			248.00	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			1,054.00	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			65.89	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			58.99	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			45.32	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			42.79	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			151.62	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			220.31	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			971.25	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Watershed Development	20020			1,200.00	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			214.24	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			1,249.28	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			32.78	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			506.14	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			39.03	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			33.57	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			1,579.57	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			81.04	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			127.48	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			182.92	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Administration	20020			1.36	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Public & Governmental Affairs	20020			2.59	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Public & Governmental Affairs	20020			2.59	
	US BANK	Charge payoffs - 128	2/12/2024	General Fund	Watershed Development	20020			210.00	
Sum for Charge payoffs - 128									12,393.43	
INV-0124-008	RESPEC COMPANY LLC	INV-0124-008	1/5/2024	General Fund	Administration	63010			1,170.00	PRDJ02734-Ctrly Map feeder & Fulcrum Q1 2024
Sum for INV-0124-008									1,170.00	
INV-0124-066	RESPEC COMPANY LLC	INV-0124-066	1/27/2024	General Fund	Administration	63010			8,766.25	PRDJ02734 GIS Services Jan 24
Sum for INV-0124-066									8,766.25	
Jan-24	MICHELLE J. JURCH PA	Jan 2024	2/5/2024	General Fund	Administration	63453			5,078.25	Legal - Jan 2024
Sum for Jan 2024									5,078.25	
PAN 15-136	CITY OF COON RAPIDS	PAN 15-136	2/12/2024	Escrow Fund	Administration	24210			2,255.00	PAN 15-136 Escrow Ref-8864 ER Ver Rd Bldg Demo
Sum for PAN 15-136									2,255.00	
PAN 19-101	CITY OF COON RAPIDS	PAN 19-101	2/12/2024	Escrow Fund	Administration	24210			2,205.00	PAN 19-101 Escrow Ref-CRF Recycling Center Expansion
Sum for PAN 19-101									2,205.00	
PAN 21-023	THONE, BENJAMIN	PAN 21-023	2/12/2024	Escrow Fund	Administration	24210			1,763.12	PAN 21-023 Escrow ref-Summer Chase 5th Addn
Sum for PAN 21-023									1,763.12	
PAN 22-019	AHIND SCHOOL DIST 11	PAN 22-019	2/12/2024	Escrow Fund	Administration	24210			3,250.00	PAN 22-019 Escrow Ref-Andover HS Turf Improvements
Sum for PAN 22-019									3,250.00	
PAN 22-074	CITY OF COON RAPIDS	PAN 22-074	2/12/2024	Escrow Fund	Administration	24210			2,050.00	PAN 22-074 Escrow Ref-103rd Ln Culvert Repl
Sum for PAN 22-074									2,050.00	
PAN 23-037	GARAGE RE LLC	PAN 23-037	2/12/2024	General Fund	Watershed Development	53191			437.00	PAN 23-037 Review Ref-Take 5 Ctl
	GARAGE RE LLC	PAN 23-037	2/12/2024	General Fund	Administration	24210			2,195.00	PAN 23-037 Escrow Ref-Take 5 Ctl
Sum for PAN 23-037									2,632.00	
APADJ00002	ULINE	APADJ00002	1/26/2024	General Fund	Administration	65340			-1,620.00	CRMemo 173691070 Cust #16490087
Sum for APADJ00002									-1,620.00	
Sum Total									224,894.65	

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: February 12, 2024
AGENDA NUMBER: 9
ITEM: Grant Agreement with BWSR for LCCCR project

AGENDA: Policy

ACTION REQUESTED

Execute grant agreement with BWSR for Lower Coon Creek Corridor Restoration Project

PURPOSE & SCOPE OF THE ITEM

To enter into the attached agreement with the MN Board of Water and Soil Resources (BWSR) for a \$445,000 Clean Water Fund grant to implement the Lower Coon Creek Corridor Restoration (LCCCR) project.

BACKGROUND

Coon Creek was added to Minnesota’s 303(d) list of impaired waters for aquatic life impairments in 2006 due to macroinvertebrate and fish bioassessments and for aquatic recreation impairments in 2014 due to elevated levels of *Escherichia coli* (*E. coli*). Excess total suspended solids (TSS), total phosphorus (TP), altered hydrology, and poor habitat were identified as the primary stressors to Coon Creek’s biota. Required pollutant reductions were established for TSS, TP, and *E. coli* as part of the CCWD TMDL approved in 2016. The non-pollutant stressors of altered hydrology and poor habitat/connectivity also need to be addressed.

In June 2022, CCWD was awarded a \$320,705 federal 319 grant to address high-priority barriers to aquatic organism passage and related channel stabilization and habitat enhancement work in Sand and Coon Creeks. The service road/ trail crossing over Coon Creek within the Coon Rapids Dam Regional Park was identified as the highest priority site Districtwide.

In February 2023, Anoka County Parks indicated their willingness to explore updating the existing crossing from its current design (four culverts) to a bridge as part of their planned 2024 trail reconstruction work if CCWD could assist with design and lead the related channel stabilization and habitat enhancement components of the proposed stream corridor restoration.

In December 2023, the District was awarded a Clean Water Fund Projects and Practices grant in the amount of \$445,000.00 for the LCCCR project (see attached work plan). This project will stabilize active streambank erosion and enhance habitat along the 0.5-mile-long reach of Lower Coon Creek immediately upstream of the trail crossing enhancement, making progress towards meeting required pollutant reduction targets for TSS and TP and improving conditions for biota.

COORDINATION

District staff have been working with Anoka County Parks staff to coordinate improvement projects within the Coon Rapids Dam Regional Park since 2022. Concurrent with the County's pedestrian bridge replacement and trail improvement project, the County has agreed to pursue joint stream restoration efforts including enhancements to the crossing currently serving as a barrier to aquatic organism passage and this LCCCR project. The former will be led by the County with assistance from the District and the latter led by the District with in-kind support from the County. A Joint Power's Agreement will be executed to formalize roles and provide project assurances acceptable to BWSR. District staff have also been in contact with City of Coon Rapids staff to jointly pursue improvements to stormwater outfalls draining to the project reach.

ISSUES/CONCERNS

Funding: In addition to receiving the \$445,000 in state CWF grant funding, the District has received \$320,705 in federal grant funding (\$250,000 allocated to this project) and budgeted \$440,000 in local funds for a total project budget of \$1,135,000. The grant agreement requires a minimum of 10% match which has been met and exceeded.

Public communication: A public informational meeting was held on November 9, 2023. This meeting was advertised via direct mailings to nearby property owners (n=358), on-site trail signage, an article in the newspaper, and website posting. The meeting was attended by 20 individuals representing at least 13 properties along with District and County staff. The proposed project was well-received. District staff will continue to provide project updates on a dedicated project webpage: www.cooncreekwd.org/LCCCR

IMPLICATIONS

Executing this agreement will require the District to provide a minimum of \$44,500 in local match funds; these funds are already budgeted for 2024.

PRIOR DECISIONS

1. June 12, 2023: The project site was included on the annual CCWD Board Tour
2. September 11, 2023: Approval of the 2024 budget including \$440,000 to implement the LCCCR project

OPTIONS

1. Execute grant agreement with BWSR for the LCCCR Project.
2. Table action until next meeting with statement of reason and need

CONCLUSIONS

Executing the attached grant agreement for implementation of the LCCCR project allows local and federal funds to be leveraged with additional state grant funds to achieve required pollutant reductions and habitat improvements for Coon Creek.

RECOMMENDATION

Execute grant agreement with BWSR for the Lower Coon Creek Corridor Restoration Project

RECOMMENDED MOTION

Board Member _____ moves to enter into the attached agreement with the MN Board of Water and Soil Resources (BWSR) for a \$445,000 Clean Water Fund grant to implement the Lower Coon Creek Corridor Restoration (LCCCR) project. Seconded by Board Member _____.



**2024 STATE OF MINNESOTA
BOARD OF WATER and SOIL RESOURCES
CLEAN WATER FUND COMPETITIVE GRANTS PROGRAM
GRANT AGREEMENT**

Vendor:	0000898751
PO#:	3000016927

This Grant Agreement is between the State of Minnesota, acting through its Board of Water and Soil Resources (Board) and Coon Creek WD, 13632 Van Buren St NE, Ham Lake MN 55304 (Grantee).

Grant ID	Grant Title	Awarded Amt
C24-0020	Lower Coon Creek Corridor Restoration	\$445,000.00

Total Grant Awarded: \$445,000.00

Recitals

1. The Laws of Minnesota 2023, Chapter 40, Article 2, Section 6(b) appropriated funds to the Board for the FY 2024 Clean Water Fund Projects and Practices Competitive Grants Program.
2. The Laws of Minnesota 2021, First Special Session Chapter 1, Article 2, Section 6(b), Section 6(c), and Section 6(t) authorize the Board to allocate funds for the FY 2024 Clean Water Fund Projects and Practices Competitive Grants Program.
3. The Laws of Minnesota 2019 First Special Session, Chapter 2, Article 2, Section 7(c) and Section 7(p) authorize the Board to allocate funds for the FY 2024 Clean Water Fund Projects and Practices Competitive Grants Program.
4. The Board adopted Board Order #23-64 to authorize and allocate funds for the FY 2024 Clean Water Fund Project and Practices Competitive Grants Program.
5. The Grantee has submitted a BWSR-approved work plan for this Program which is incorporated into this Grant Agreement by reference.
6. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the satisfaction of the Board.
7. As a condition of the grant, Grantee agrees to minimize administration costs.

Authorized Representative

The State's Authorized Representative is Marcey Westrick, Central Region Manager, BWSR, 520 Lafayette Road North, Saint Paul, MN 55155, (651) 284-4153, or her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services and performance provided under this Grant Agreement.

The Grantee's Authorized Representative is:

TITLE
ADDRESS
CITY
TELEPHONE NUMBER

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the Board.

Grant Agreement

1. **Terms of the Grant Agreement.**
 - 1.1. **Effective date:** The date the Board obtains all required signatures under Minn. Stat. § 16B.98, Subd. 5. **The Board will notify the Grantee when this Grant Agreement has been executed. The Grantee must not begin work under this Grant Agreement until it is executed.**
 - 1.2. **Expiration date: December 31, 2026** or until all obligations have been satisfactorily fulfilled, whichever comes first.

- 1.3. **Survival of Terms:** The following clauses survive the expiration date or cancellation of this Grant Agreement: 7. Liability; 8. State Audits; 9. Government Data Practices; 12. Governing Law, Jurisdiction, and Venue; 14. Data Disclosure; and 19. Intellectual Property Rights.

2. **Grantee's Duties.**

The Grantee will comply with required grants management policies and procedures set forth through Minn. Stat. § 16B.97, Subd. 4(a)(1). The Grantee is responsible for the specific duties for the Program as follows:

- 2.1. **Implementation:** The Grantee will implement their work plan, which is incorporated into this Grant Agreement by reference.
- 2.2. **Reporting:** All data and information provided in a Grantee's report shall be considered public.
 - 2.2.1. The Grantee will submit an annual progress report to the Board by February 1 of each year on the status of Program implementation by the Grantee. Information provided must conform to the requirements and formats set by the Board.
 - 2.2.2. Final Progress Report: The Grantee will submit a final progress report to the Board by February 1, **2027**, or within 30 days of completion of the project, whichever occurs sooner. Information provided must conform to the requirements and formats set by the Board. All individual grants over \$500,000 will also require a reporting expenditure by June 30 of each year.
- 2.3. **Match:** The Grantee will ensure any local match requirement will be provided as stated in Grantee's approved work plan.

3. **Time.**

The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. **Terms of Payment.**

- 4.1. Funds will be distributed in three installments per grant: 1) The first payment of 50% will be distributed after the execution of the Grant Agreement. 2) The second payment of 40% will be distributed after the first payment of 50% has been expended and reporting requirements have been met. An eLINK Interim Financial Report that summarizes expenditures of the first 50% must be signed by the Grantee and approved by the Board. Selected grantees may be required at this point to submit documentation of the expenditures reported on the Interim Financial Report for verification. 3) The third payment of 10% will be distributed after the grant has been fully expended and reporting requirements are met. The final, 10% payment must be requested within 30 days of the expiration date of the Grant Agreement. An eLINK Final Financial Report that summarizes final expenditures for the grant must be signed by the Grantee and approved by the Board.
- 4.2. All costs must be incurred within the grant period. All incurred costs should be calculated or determined before the final report is completed or returning funds.
- 4.3. Unspent grant funds must be returned within 30 days of the expiration date of the Grant Agreement.
- 4.4. Once final reporting has been completed funds may not be re-requested as funds may not be available.
- 4.5. The obligation of the State under this Grant Agreement will not exceed the amount listed above.
- 4.6. This Grant Agreement includes an advance payment of 50 % of each grant's total amount per grant. Advance payments allow the grantee to have adequate operating capital for start-up costs, ensure their financial commitment to landowners and contractors, and to better schedule work into the future.

5. **Conditions of Payment.**

All services provided by the Grantee under this Grant Agreement must be performed to the Board's satisfaction, as set forth in this Grant Agreement. Compliance will be determined at the sole discretion of the Board's Authorized Representative and in accordance with all applicable federal, State, and local laws, policies, ordinances, rules, **FY 2024 Clean Water Fund Competitive Grant Policy**, and regulations. The Grantee will not receive payment, may be required to repay grant funds, or may have future payments withheld if work is found by the Board to be unsatisfactory or performed in violation of federal, State, or local law.

6. **Assignment, Amendments, and Waiver.**

- 6.1. **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the Board and a fully executed Assignment Agreement, executed, and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.
- 6.2. **Amendments.** Any amendments to this Grant Agreement must be in writing and will not be effective until approved and executed by the same parties who approved and executed the original Grant Agreement, or their successors in office. Amendments must be executed prior to the expiration of the original Grant Agreement or any amendments thereto.
- 6.3. **Waiver.** If the Board fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

7. Liability.

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.

8. State Audits.

Under Minn. Stat. § 16B.98, Subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Agreement or transaction are subject to examination by the Board and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

8.1. The books, records, documents, accounting procedures and practices of the Grantee and its designated local units of government and contractors relevant to this grant, may be examined at any time by the Board or Board's designee and are subject to verification. The Grantee or delegated local unit of government will maintain records relating to the receipt and expenditure of grant funds.

9. Government Data Practices.

The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this Grant Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

10. Workers' Compensation.

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

11. Publicity and Endorsement.

11.1. **Publicity.** Any publicity regarding the subject matter of this Grant Agreement must identify the Board as the sponsoring agency. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the Program, publications, or services provided resulting from this Grant Agreement.

11.2. **Endorsement.** The Grantee must not claim that the State endorses its products or services.

12. Governing Law, Jurisdiction, and Venue.

Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this Grant Agreement, or its breach, must be in the appropriate State or federal court with competent jurisdiction in Ramsey County, Minnesota.

13. Termination.

13.1. The Board may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

13.2. The Board may immediately terminate this Grant Agreement if the Board finds that there has been a failure to comply with the provisions of this Grant Agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The Board may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14. Data Disclosure.

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and State tax agencies and State personnel involved in the payment of State obligations. These identification numbers

may be used in the enforcement of federal and State tax laws which could result in action requiring the Grantee to file State tax returns and pay delinquent State tax liabilities, if any.

15. Prevailing Wage.

It is the responsibility of the Grantee or contractor to pay prevailing wage for projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§ 177.41 through 177.44. All laborers and mechanics employed by grant recipients and subcontractors funded in whole or in part with these State funds shall be paid wages at a rate not less than those prevailing on projects of a character similar in the locality. Bid requests must state the project is subject to prevailing wage.

16. Municipal Contracting Law.

Per Minn. Stat. § 471.345, grantees that are municipalities as defined in Subd. 1 of this statute must follow the Uniform Municipal Contracting Law. Supporting documentation of the bidding process utilized to contract services must be included in the Grantee’s financial records, including support documentation justifying a single/sole source bid, if applicable.

17. Constitutional Compliance.

It is the responsibility of the Grantee to comply with requirements of the Minnesota Constitution regarding the use of Clean Water Funds to supplement traditional sources of funding.

18. Signage.

It is the responsibility of the Grantee to comply with requirements for project signage as provided in Minnesota Laws 2010, Chapter 361, Article 3, Section 5(b) for Clean Water Fund projects.

19. Intellectual Property Rights.

The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this grant*. Works means all inventions, improvements, discoveries, (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant. Work includes “Documents.” Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant at the State’s request. To the extent possible, those Works eligible for copyright protection under the United State Copyright Act will be deemed to be “works made for hire.” The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State’s ownership interest in the Works and Documents.

IN WITNESS WHEREOF, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.

Approved:

Coon Creek WD

Board of Water and Soil Resources

By: _____


By: _____

(signature)

(signature)

Title: _____

Title: _____

Date: _____

Date: _____



Grant Work Plan

Projects and Practices 2024

Grant Title: Lower Coon Creek Corridor Restoration

Grant ID: C24-0020

Grantee: Coon Creek WD

Fiscal Agent: Coon Creek WD

Grant Day-to-Day Contact: Jon Janke

Grant Award (\$): \$445,000.00

Required Match (%): 10

Required Match (\$): \$44,500.00

Grant Execution Date:

Grant End Date: 12/31/2026

	Total Budgeted	Total Spent	Balance Remaining*
Grant Funds	\$445,000.00	\$0.00	\$445,000.00
Match Funds	\$294,500.00	\$0.00	\$294,500.00
Other Funds	\$20,000.00	\$0.00	\$20,000.00
Total	\$759,500.00	\$0.00	\$759,500.00

*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	Category	Source Type	Source Description	Budgeted	Spent	Balance Remaining	Match Fund?
Administration & Coordination	Administration/Coordination	Local Fund	In Kind staff time	\$17,500.00		\$17,500.00	N
Public Engagement	Education/Information	Local Fund	In Kind staff time	\$2,500.00		\$2,500.00	N
Construction	Streambank or Shoreline Protection	Local Fund	CCWD Levy; Amount TBD.	\$0.00		\$0.00	Y

<i>Activity Name</i>	<i>Category</i>	<i>Source Type</i>	<i>Source Description</i>	<i>Budgeted</i>	<i>Spent</i>	<i>Balance Remaining</i>	<i>Match Fund?</i>
Construction	Streambank or Shoreline Protection	Current State Grant	Lower Coon Creek Corridor Restoration	\$445,000.00		\$445,000.00	N
Construction	Streambank or Shoreline Protection	Federal Funds	P21-0008 Coon and Sand Creeks Watershed NKE Phase 1	\$250,000.00		\$250,000.00	Y
Technical/Engineering Assistance	Technical/Engineering Assistance	Local Fund	CCWD Levy	\$44,500.00		\$44,500.00	Y

Indicator Summary

<i>Indicator Category</i>	<i>Proposed Indicator</i>	<i>Total Value</i>	<i>Unit</i>
Water Pollution (Reduction Estimates)	Phosphorus (Est. Reduction)	45	Lbs/Yr
Water Pollution (Reduction Estimates)	Sediment (Tss)	53	Tons/Yr

<i>Indicator Category</i>	<i>Final Indicator</i>	<i>Total Value</i>	<i>Unit</i>
Water Pollution (Reduction Estimates)	Phosphorus (Est. Reduction)	45	Lbs/Yr
Water Pollution (Reduction Estimates)	Sediment (Tss)	53	Tons/Yr

Grant Activities

Activity Name: Administration & Coordination

Activity Category: Administration/Coordination

Staff time?: Yes

Description: This activity includes project coordination meetings with partners, construction management (securing permits, bid process, oversight, on-site observation), financial tracking, and all required grant reporting.

This activity will be carried out by CCWD staff (in-kind). Specifically, Jon Janke, CCWD Director of Operations, will be responsible for project management and construction oversight in conjunction with the Project Engineer (See Technical/Engineering Assistance Activity). Justine Dauphinais, CCWD Water Quality Coord, will be responsible for financial tracking and grant reporting with administrative oversight by Julie Peterson, CCWD Accountant.

CCWD staff will first execute a Joint Powers Agreement with Anoka County Parks that provides proper assurances for access, construction, and long-term operations & maintenance for the effective life of the practice, at least 25 years. This agreement will be submitted to BWSR for review and approval prior to expending any grant funds. An example JPA is attached.

Key Milestones:

- JPA executed by October 31, 2024
- At least 1 project coordination/progress meetings held by Dec 31, 2024
- Grant progress report submitted in eLink by Feb 1, 2025
- Construction contractor awarded by March 30, 2025
- Grant progress report submitted in eLink by Feb 1, 2026
- Sign off on final completion of constructed project by August 31, 2026
- Final report submitted in eLink by Dec 31, 2026

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Local Fund	In Kind staff time	\$17,500.00		\$17,500.00		N

Activity Name: Construction

Activity Category: Streambank or Shoreline Protection

Staff time?: No

Description: This activity includes construction site preparation & maintenance, mobilization of equipment, installation of grade/bank stabilization and habitat enhancement BMPs (cross vanes, constructed riffles, regrading, toe wood, root wads, vegetated riprap), floodplain excavation (backwater pools), buckthorn clearing, seeding and planting of native pollinator-friendly riparian species, demobilization of equipment, and site restoration. This work will stabilize 2149 linear feet of actively eroding streambank, reducing TSS and TP loading by an estimated 53 tons and 45 lbs per year, respectively.

All work will be completed in accordance with approved design standards (e.g. NRCS FOTG) by 1 or more qualified contractors selected using a competitive bidding process. Construction oversight and final sign-off will be conducted by a licensed engineer under the direction of CCWD project manager, Jon Janke.

Construction is planned for fall/winter 2024-25 with final completion by August 31st, 2025, but may be delayed up to one year if there are delays or issues with permitting, bidding, or construction. \$445,000 is requested from the current grant. A minimum of \$250,000 in match will be provided by CCWD from federal grant funds (319 Coon and Sand Creeks NKE implementation Phase 1). Local matching funds from CCWD levy will cover the balance if applicable; the current Engineer's estimate of probable cost is \$764,000.

Key Milestones:

- Construction contractor awarded by March 30, 2025
- Sign off on final completion of constructed project by August 31, 2026

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Current State Grant	Lower Coon Creek Corridor Restoration	\$445,000.00		\$445,000.00		N
Federal Funds	P21-0008 Coon and Sand Creeks Watershed NKE Phase 1	\$250,000.00		\$250,000.00		Y
Local Fund	CCWD Levy; Amount TBD.	\$0.00		\$0.00		Y

Final Indicators

<u>Indicator</u>	<u>Total Value</u>	<u>Unit</u>
Sediment (Tss)	53	Tons/Yr
Phosphorus (Est. Reduction)	45	Lbs/Yr

Activity Action Name:	Buckthorn Control	Activity Count: 0
Practice Type:	314 - Brush Management	Size/Units:
TA Provider/JAA:	Private Consultant	Lifespan: Unknown
Practice Description:	Buckthorn clearing and revegetating with native seed mix and native shrubs/trees	Install Date:
		Mapped: No

Activity Action Name:	Cross Vanes and Gully Stabilization	Activity Count: 0
Practice Type:	410 - Grade Stabilization Structure	Size/Units:
TA Provider/JAA:	Private Consultant	Lifespan: 25 Years
Practice Description:	Installation of at least 3 rock cross vanes for grade control and to create riffle-pool sequencing. Stabilization of at least 3 gullies carrying stormwater to project reach from top of bluff.	Install Date:
		Mapped: No

Activity Action Name:	Tree/Shrub plantings	Activity Count: 0
Practice Type:	612 - Tree/Shrub Establishment	Size/Units:
TA Provider/JAA:	Private Consultant	Lifespan: In Perpetuity
Practice Description:	Planting native trees and shrubs in area of construction disturbance and buckthorn control	Install Date:
		Mapped: No

Activity Action Name:	Streambank stabilizaiton	Activity Count: 0
Practice Type:	580 - Streambank and Shoreline Protection	Size/Units:
TA Provider/JAA:	Private Consultant	Lifespan: 25 Years
Practice Description:	Stabilizing active erosion along LF of streambank via vegetative riprap and woody bank protection methods (root wads, toe wood).	Install Date:
		Mapped: No

Indicator Name	Units	Value	Calculation Tool	Waterbody
Phosphorus (Est. Reduction)	Lbs/Yr	45	Bwsr Calc (Stream & Ditch Stabilization)	Coon Creek
Sediment (Tss)	Tons/Yr	53	Other	Coon Creek

Activity Name: Public Engagement

Activity Category: Education/Information

Staff time?: Yes

Description: In an effort to engage park users and adjacent property owners as early as possible in the project planning process, a public neighborhood meeting was held in November 2023 to inform and seek feedback from stakeholders prior to proposed construction. A dedicated project webpage was also created (these activities occurred prior to execution of the CWF grant agreement and are not eligible as match).

Project updates will continue to be provided via the project webpage, newsletter article(s), and on-site project signage. CCWD will also host a "Watershed Walk" event along the trail adjacent to the project reach. CCWD's Watershed Walk series provides informational and interactive tours of project sites for interested residents and groups to learn more about the needs, goals, and water quality benefits of CCWD projects.

This activity will be carried out by CCWD staff (in-kind).

Key Milestones:

- dedicated project webpage created (completed in 2023)
- public open house hosted (complete in 2023)
- on-site signage deployed during construction (Winter 2025-Summer 2026)
- grant progress report posted to webpage by March 1, 2025 & 2026
- public outreach event hosted by October 31, 2026

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Local Fund	In Kind staff time	\$2,500.00		\$2,500.00		N

Activity Action Name:	Watershed Walk Event	Activity Count: 0
Practice Type:	104M - Workshop/Clinics	Size/Units:
TA Provider/JAA:		Lifespan: Unknown
Practice Description:	CCWD staff will host an interactive project tour as part "Watershed Walk" series	Install Date:
		Mapped: No

Activity Action Name:	Project open hosue	Activity Count: 0
Practice Type:	100M - Presentations	Size/Units:
TA Provider/JAA:		Lifespan: In Perpetuity
Practice Description:	Project Open house/ kick-off presentation for general public	Install Date:
		Mapped: No

Activity Name: Technical/Engineering Assistance

Activity Category: Technical/Engineering Assistance

Staff time?: No

Description: The District Engineer, Stantec, will provide technical and engineering assistance throughout the project. The Engineer will develop and complete final project design plans (including any survey work), assist with securing necessary permits (USACE, DNR Waters, NPDES), implement the bidding process, and provide construction oversight (supervision and inspections).

Eileen Weigel, P. E., will be the lead Engineer and will adhere to recognized design standards for all constructed practices (e.g. USDA-NRCS FOTG) and provide project sign-off upon completion. This work will be funded by the CCWD local levy and count towards match (estimate = \$44,500).

Key milestones:

- Design finalized by Dec 31, 2024
- Project advertised for bidding by March 15, 2025
- Engineer sign off on as-built by August 31, 2026

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Local Fund	CCWD Levy	\$44,500.00		\$44,500.00		Y

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: February 12, 2024
AGENDA NUMBER: 10
ITEM: 2024 Q1 Water Quality Cost Share Awards

AGENDA: Policy

ACTION REQUESTED

Award cost-share funds to identified projects in accordance with Staff recommendations.

PURPOSE & SCOPE OF THE ITEM

To ensure progress towards achieving required pollutant reductions and addressing identified stressors to aquatic life by administering cost share program for water quality improvement and protection projects.

Specifically addresses applications submitted as part of 2024 Q1 request for proposals.

BACKGROUND

Section 303(d) of the federal Clean Water Act requires states to identify waters that do not meet water quality standards in support of designated beneficial uses. Coon, Sand, Pleasure, and Springbrook Creeks were listed as impaired for both aquatic life and recreation in 2006 and 2014, respectively. The Coon Creek Watershed TMDL and WRAPS, approved in 2016, established pollutant load allocations and implementation strategies to reduce total suspended sediments, total phosphorus, and *E. coli* and to address non-pollutant stressors in all impaired streams. As part of the 2016 Twin Cities Metropolitan Area Chloride TMDL study, Sand, Pleasure, and Springbrook Creeks were designated at high risk for chloride impairment; Pleasure and Springbrook Creeks are currently pending impairment. All MS4s within the District including CCWD, Andover, Blaine, Coon Rapids, Fridley, Ham Lake, Spring Lake Park, Anoka County, and MnDOT are jointly responsible for meeting required pollutant loading allocations by the target date of 2045.

COORDINATION

The Technical Advisory Committee (TAC) participated in initial program development and provides feedback on any proposed revisions to program guidelines. Applicants often request pre-application meetings to discuss identified projects. Pre-application meetings were held for four of the five proposals received this round.

FACTS

In 2018, the Board approved establishment of a CCWD Water Quality Cost Share Program in the amount of \$100,000 and issuance of the first annual RFP for 2019.

In 2019-2023, \$570,905 in requests were received and the Board awarded \$394,699 to twenty water quality improvement projects by seven different applicants.

In 2023, continuation and expansion of the program was approved for 2024 totaling \$215,000 with two new cost share categories: Street Sweeping Enhancements (\$100,000) and Water Quality Improvement Planning/Feasibility (\$15,000).

During the 2024 Q1 RFP, the following applications were received totaling \$297,341.50:

Title (Applicant)	Eligible?	Description
General Projects & Practices		
Culvert Enhancement in CRDRP (Anoka Co)	\$75,000	Upgrade existing crossing over Coon Cr from 4 culverts to a bridge instead of in-kind replacement as part of trail reconstruction work in CRDRP. The proposed bridge would improve aquatic organism passage at an identified high priority barrier and reduce erosion among other secondary benefits.
Oversized stormwater basins (Ham Lake)	\$75,000	Construct oversized stormwater ponds as part of planned 2024 Hwy 65 frontage road construction project (171st to Chisholm). The basins are 20% oversized compared to permit requirements for the road project AND for post-development conditions.
<i>Sum</i>	<i>\$150,000 (\$100,000 available)</i>	
Street Sweeping Enhancements		
Leaf Vacuum (Fridley)	\$60,341.50	Purchase of equipment (vacuum, chipper, box) to convert existing dump truck into leaf vacuum to improve efficiency of sweeping program, doubling the City's current capacity. Current program is limited by existing Regenerative Air Sweeper's low hopper capacity and resulting need for additional staff for hauling.
Trommel Screener (Coon Rapids)	\$72,000	Purchase of trommel screener to enable sorting of sweepings to address the primary constraint limiting the City's ability to pursue enhanced sweeping strategies. Presently, the City does not have space or funding to manage additional sweepings material. This equipment will allow for "additional sweeping effort in priority zones".
<i>Sum</i>	<i>\$132,341.50 (\$100,000 available)</i>	
WQ Improvement Planning		
I&I investigation of private laterals (Coon Rapids)	\$15,000	City to purchase push camera (\$2K) to televise and clean private sanitary services in target neighborhoods and hire contractor to expand capacity for this work. City (and contractor) will focus on homes (n=48) in the 2024 and 2025 street reconstruction neighborhoods to incentivize getting these inspections done to identify repair needs prior to largescale construction in the area (potential for cost-savings). City to further incentive identified repair work by allowing repair costs to be added to road project assessments
<i>Sum</i>	<i>\$15,000 (\$15,000 available)</i>	
TOTAL	\$297,341.50 (\$215,000 available)	

SCORING RESULTS & AWARD RECOMMENDATIONS

The District Engineer and Staff determined eligibility and scored all proposals. Funding recommendations are listed below:

Title (Applicant)	Eligible?	Average Score (out of 30)	Water Quality Benefits & Notes	Funding Recommendation (of requested amount)
General Projects & Practices				
Culvert Enhancement in CRDRP (Anoka Co)	Y	28.1	<ul style="list-style-type: none"> improved aquatic organism passage from Miss. Rv to Coon Cr (highest priority barrier to address Districtwide) reduced TSS, TP by 12 tons, 4.8 lbs per yr reduced localized flooding, maintenance, & improved recreation potential/aesthetics limited time opportunity as part of planned 2024 trail improvement work 	\$75,000 (of \$75,000)
Oversized stormwater basins (Ham Lake)	Y, partial	20.5	<ul style="list-style-type: none"> basins sized for 96% TSS reduction under post-development conditions compared to required 80% reduction reduced TSS, TP, volume to D58/ Coon Cr limited time opportunity as part of planned 2024 city rd project cost to oversize basins estimated at \$84,270, reducing eligible cost share amount to \$42,135 	\$25,000 (of \$75,000)
Street Sweeping Enhancements				
Leaf Vacuum (Fridley)	Y	24.6	<ul style="list-style-type: none"> enables enhanced sweeping to reduce TSS, TP, Cl, and debris to Springbrook Cr & Miss Rv sweeping up to 12x/yr vs current 7.5x results in estimated reductions of 0.7 tons TSS & 30 lbs TP per yr for Springbrook & Mississippi Rv (within CCWD only) 24% of road miles with CCWD 	\$50,000 (of \$60,341.50)
Trommel Screener (Coon Rapids)	Y	23.9	<ul style="list-style-type: none"> enables enhanced sweeping to reduce TSS, TP, Cl, and debris to all 4 impaired streams & Mississippi Rv Increasing sweeping effort by 13% in priority areas results in estimated reductions of 8 tons TSS & 76 lbs TP per yr for all receiving waters combined 100% of road miles within CCWD 	\$50,000 (of \$72,000)
WQ Improvement Planning				
I&I investigation of private laterals (Coon Rapids)	Y	23.6	<ul style="list-style-type: none"> Identify sources of human sewage contamination (TP, E. coli + pathogens) into shallow Groundwater/ Surface water Cost savings to taxpayers and homeowners by reducing inflow & infiltration through targeted approach 	\$15,000 (of \$15,000)
TOTAL Recommended Awards				\$215,000

ISSUES/CONCERNS

There are two issues and concerns:

Eligibility

The proposal submitted by City of Ham Lake was determined to be partially ineligible because it was based on the total cost to construct the four stormwater ponds as part of the road construction project instead of the cost to oversize these basins above and beyond permit requirements. Staff worked with the project engineer to estimate the costs associated with oversizing these basins to be \$84,270, with fifty percent or \$42,135 eligible for cost-sharing.

During the review process, staff had lengthy discussion about appropriate eligibility criteria for equipment used partially outside of the District boundary such as sweeping or de-icing equipment. Staff considered reducing City of Fridley's eligible amount for the leaf vacuum to \$28,964 based on the proportion of city-maintained road miles within the District (24%), but it was acknowledged that this approach may deter equipment upgrades and associated benefits for priority drainage areas within the District. The ultimate staff recommendation was to split the available funding 50-50 between the two enhanced sweeping proposals which both scored very competitively. This decision was based on follow-up discussions with City staff indicating that these award amounts would likely allow each City to pursue the proposed equipment upgrades, resulting in the greatest benefit to District receiving waters. Staff intend to revise the eligibility criteria in future RFPs for better clarity.

Cost Share Demand

The amount of funding requested exceeded budgeted cost share funds for both the 'Projects and Practices' and 'Sweeping Enhancements' categories, resulting in three proposals being recommended for partial awards: Ham Lake's oversized stormwater basins at 33%, Fridley's leaf vacuum at 83%, and Coon Rapid's trommel screener at 69%. It will be at the discretion of the applicant whether the proposal can be implemented with a reduced award, shelved for a future attempt at cost share funds, or canceled. Any unused funds would revert back to the cost share program budget.

PRIOR DECISIONS

1. September 11, 2023: Approval of the 2024 budget including \$215,000 to implement the cost share program to support water quality improvement projects

OPTIONS

1. Award cost-share funds to identified project in accordance with Staff recommendations.
2. Award cost-share funds to projects in accordance with amended recommendations:
3. Do not award cost-share funds to identified project with explanation and direction for refinement of qualification and/or allocation criteria.

RECOMMENDATION

Award cost-share funds to identified projects in accordance with Staff recommendations.

IMPLICATIONS

If the \$215,000 in cost share awards recommended by Staff are approved, there would be \$0 in budgeted funds remaining for 2024, closing the cost share program for the year.

ACTION/IMPLEMENTATION STEPS

1. Execute cost share agreements with awarded applicants
2. Consider revising criteria for 2025 RFP

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: February 12, 2024
AGENDA NUMBER: 11
ITEM: Blaine Crossing - My Salon

AGENDA: Permit

BACKGROUND/DISCUSSION

The purpose of this agenda item is for the Board to review, discuss, and consider approving Permit Application Number P-23-073 Blaine Crossing - My Salon.

RECOMMENDATION

To approve Permit Application Number P-23-073 with 3 conditions and 3 stipulations, as stated in the Application Review Report dated 2/08/2024.

ATTACHED

Application Review Report for Permit Application Number P-23-073

Permit Application Review Report
Date: 2/8/2024

Applicant/Landowner:

M Realty co. (Kraus-Anderson Realty Co.)
Attn: Bob Cunningham
501 S. 8th Street
Minneapolis, MN
55404

Project Name: Blaine Crossing - My Salon

Project PAN: P-23-073

Project Purpose: Construction of a new commercial building, parking lot and stormwater infrastructure

Project Location: 113th Avenue NE and Ulysses Street NE, West middle lot area, 1351 113th Avenue NE, Blaine

Site Size: size of parcel - 0.71 acres; size of disturbed area - 0.68 acres; size of regulated impervious surface - 0.57

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

Recommendation: Approve with 3 Conditions and 3 Stipulations

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,340.00.

Rule 3.0 – Stormwater Management

2. Update the high-water levels for the regional basin listed on the existing and proposed drainage maps to be consistent with the latest HydroCAD modeling.
3. 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.

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 a post excavation (prior to rock placement) infiltration test on the Underground Infiltration Pipes 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, including volume, critical elevations and proof of installation for hydrodynamic separators.

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Stormwater Management Plan	Loucks	01/11/2024	01/11/2024
Construction Plans	Loucks	01/11/2024	01/11/2024

Findings

Description: The project proposes the construction of a new commercial building, parking lot and associated stormwater treatment features. The project will construct onsite infiltration and utilize an existing regional pond. The project will create 0.56 acres of regulated impervious which ultimately drains toward County Ditch 41. See Figure 1: Site Plan (attached).

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), base fee for a Commercial/Industrial Development project of 0.71 acres (\$3,300.00). The applicant will be required to submit a performance escrow in the amount of \$2,340.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (0.68 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)		25-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed
Adjacent St	0.23	0.24	0.93	0.81	1.59	1.34	2.96	2.39
Regional Pond	5.89	5.85	8.51	8.5	10.76	10.76	14.52	14.49

Table 1.

Volume Control:

The proposed project is new development; therefore, the volume reduction requirement is equal to 1.1 inches over the area of all impervious surface. The amount of proposed impervious required to be treated is 24,655 ft². Drainage area 4-P includes impervious from an existing driveway which cannot feasibly be routed to stormwater treatment.

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

Drainage Area	Impervious required to be treated (ft ²)	Proposed SMP	TP Removal Factor	Required Water Quality Volume (ft ³)	Water Quality Volume Provided (ft ³)
113th Ave 4-P	472	None	-	39	0

Regional Pond 2-P*	5,098	Existing Pond	0.5	958	958
Infiltration Pipe 10-P	10,761	Infiltration Pipe	1	998	1660
Infiltration Pipe 5-P	8,324	Infiltration Pipe	1	758	801
Totals:	24,655			2,276	2,940

Table 2. *As-builts not required for existing facility

The following pretreatment has been provided:

SMP ID	Pretreatment Device/Method	Percent TSS Removal
CB 7	Catch Basin Sump	94
CB 6	Catch Basin Sump	89
CB 4	Catch Basin Sump	92
MH 3	Catch Basin Sump	80
MH 1	Catch Basin Sump	87

Table 3.

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

The volume control standard has been met to the maximum extent practicable and the Water Quality Volume is met in aggregate as shown in Table 2.

Water Quality:

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
Adjacent St	0
Regional Pond	100

Table 4.

The TSS removal percentage is below 80% at the Adjacent St discharge point as shown in Table 4. However, this point only discharges runoff from the 4-P drainage area with 472 square feet of regulated impervious surface. With the small amount of impervious and the infeasibility of routing this runoff to an SMP, this is considered negligible and the TSS removal standard is met to the maximum extent practicable.

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 905.5 MSL. The applicable 100-year high water levels are 903.9 and 903.85 MSL and the applicable emergency overflows are 904.4 and 903.5 MSL. The freeboard requirement is met.

Maintenance:

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

Easements: 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 to County Ditch 41. The soils affected by the project include Zimmerman and 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, rock construction entrance and inlet protection. The erosion control plan meets District Requirements. See Figure 2: Erosion and Sediment Control Plan (attached).

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.

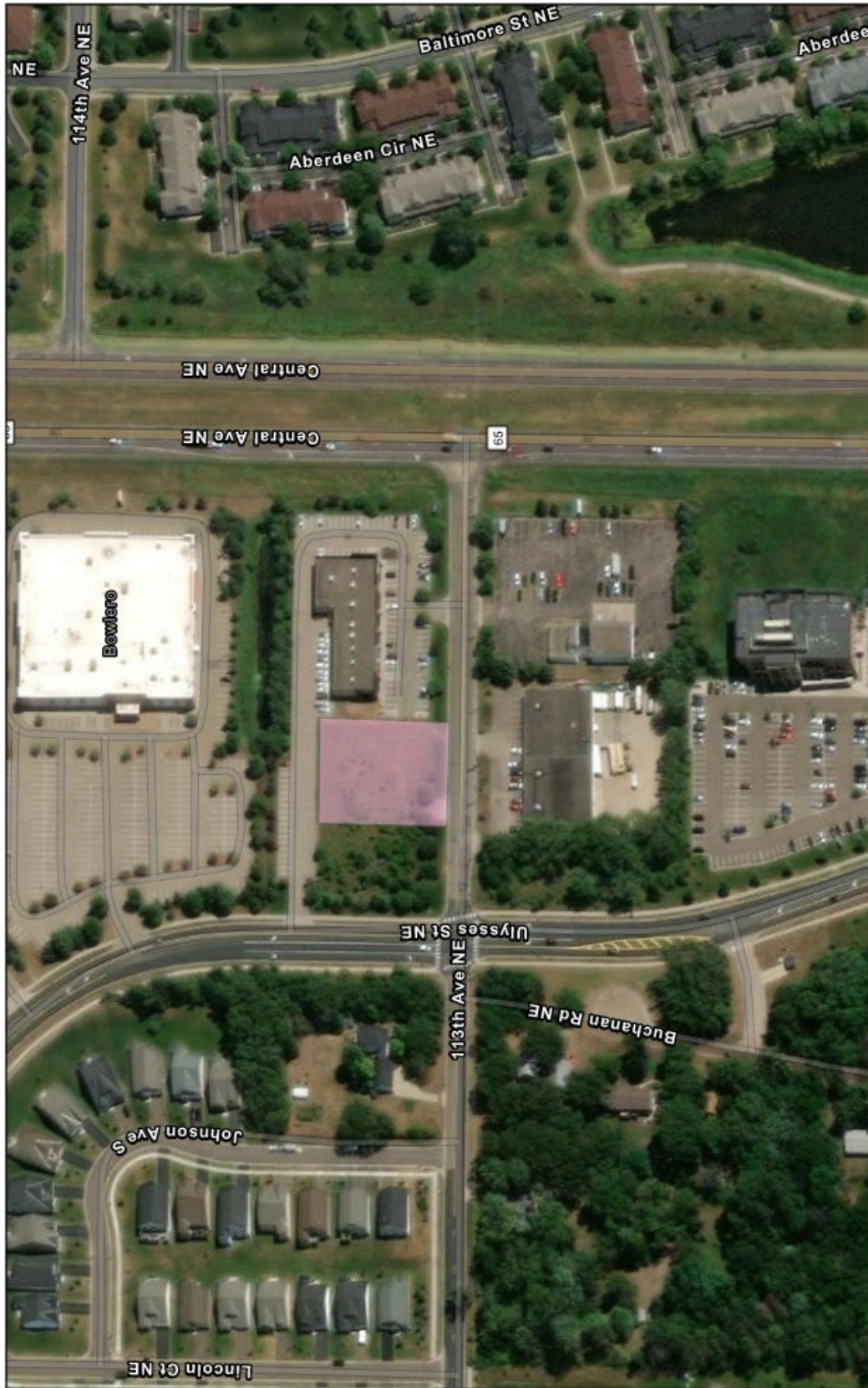
Buffers (Rule 8.0)

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 does not request a variance from the District's rules, regulations, and policies. Rule 10.2 does not apply.

P-23-073



2/5/2024

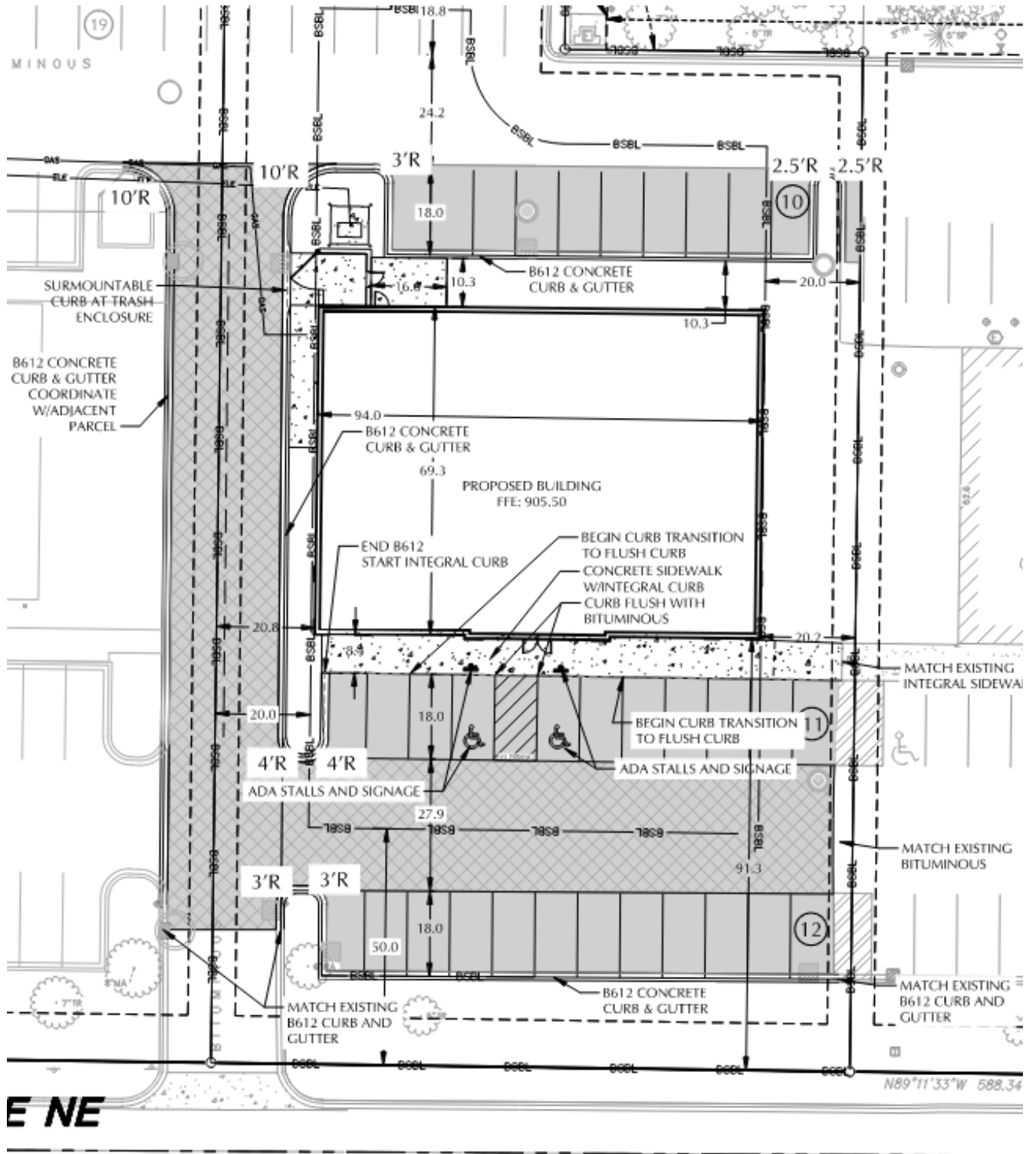


Figure 1: Site Plan

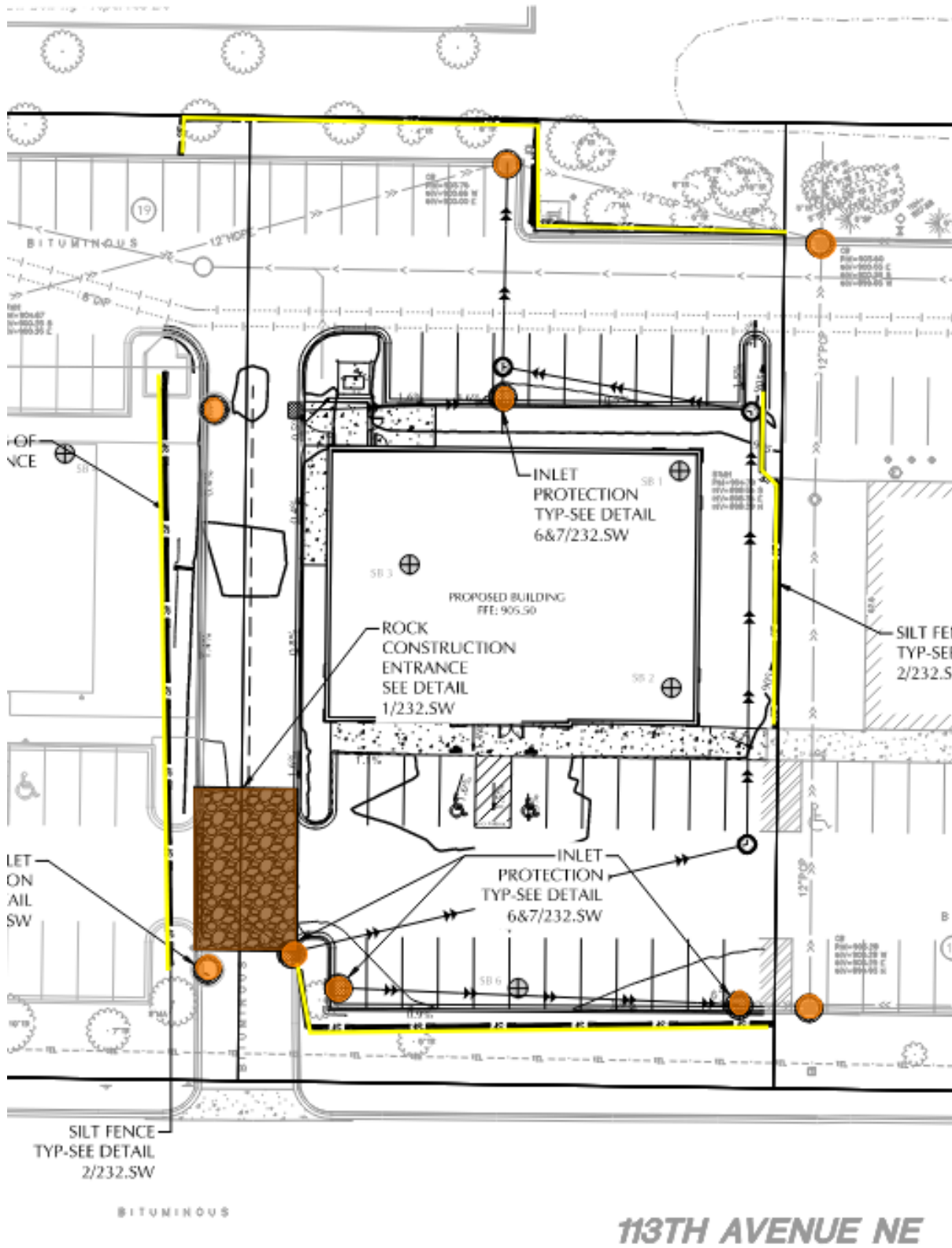


Figure 2: Erosion and Sediment Control Plan

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: February 12, 2024
AGENDA NUMBER: 12
ITEM: SP 0208-165

AGENDA: Permit

BACKGROUND/DISCUSSION

The purpose of this agenda item is for the Board to review, discuss, and consider approving Permit Application Number P-23-079 SP 0208-165.

RECOMMENDATION

To approve Permit Application Number P-23-079 with 2 conditions and 1 stipulation, as stated in the Application Review Report dated 2/08/2024.

ATTACHED

Application Review Report for Permit Application Number P-23-079

Permit Application Review Report
Date: 2/8/2024

Applicant/Landowner:

MNDOT
Attn: Corey Mueller
1500 County Rd B-2 West
Roseville, MN 55113

Project Name: SP 0208-165

Project PAN: P-23-079

Project Purpose: Replacement of numerous culverts, temporary road surface improvements and the replacement of the Hwy 65 bridges over Coon Creek with culverts.

Project Location: Highway 65 from approximately CSAH 10 through northern boundary of Coon Creek Watershed District

Site Size: size of parcel - 8.26 acres; size of disturbed area - 8.26 acres; size of regulated impervious surface - 0 acres.

Applicable District Rule(s): Rule 2, Rule 4, Rule 6, Rule 7, Rule 8

Recommendation: Approve with 2 Conditions and 1 Stipulations

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$6,130.00.

Rule 7.0 – Drainage, Bridges, Culverts, and Utility Crossings

2. Please provide a temporary stream by-pass/dewatering plan that includes the following:
 - a. Plan and details for diverting flow around the work area during construction.
 - b. Plan should include necessary erosion control/stabilization measures to prevent scour and erosion within, immediately upstream, and immediately downstream of the temporary by-pass and work area.
 - c. By-pass capacity – provide calculations to show that the temporary by-pass is capable of conveying flows from at least the 10-year storm event.
 - d. Specify duration and timeframe that the by-pass will be in place.
 - e. If dewatering of the work area is required, provide dewatering discharge plan including location of discharge and erosion control measures to prevent erosion and scour in the vicinity of the discharge locations.

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-built (invert, culvert size) for culvert installation within Coon Creek.

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Construction and Drainage Plans	MnDOT	12/15/2023	12/27/2023

Findings

Description: The project scope is proposed largely in preparation for an upcoming large road project along the same corridor. This project includes in-kind replacement and repairs to existing culverts along HWY 65 from CSAH 10 through the northern boundary of the Coon Creek Watershed District, construction of temporary new road surfaces, and the replacement of the bridge over Coon Creek with culverts. The total project disturbance is 8.26 acres. There is no permanent new or reconstructed impervious proposed. See Figure 1: Site Plan (attached).

Fees and Escrows (Rule 2.7): The applicant is a government agency and is therefore exempt from an application fee or a review and inspection fee deposit. The applicant will be required to submit a performance escrow in the amount of \$6,130.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (8.26 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 is a land disturbing activity that requires a permit under another District Rule.

Minor portions of work take place within several subwatersheds. The bridge replacement portion of this scope of work is located within Coon Creek. The soils affected by the project include Zimmerman and Seelyeville. Disturbed areas are proposed to be stabilized within 7 days, as required. The proposed erosion and sediment control plan includes perimeter control, rip rap, and seeding. The erosion control plan meets District Requirements. See Figure 2: Erosion & sediment control plan (attached).

Wetlands (Rule 5.0)

Wetlands exist on site, but no impacts are proposed. Rule 5.0 does not apply.

Floodplain (Rule 6.0)

Rule 6.0 applies to the proposed project because it includes land disturbing activities within or adjacent to the boundary of the 100-year flood elevation as mapped and modeled by the District. The regulatory floodplain elevation is 883.6 ft MSL. The application proposes the placement of approximately 30 cubic yards of fill within the floodplain. This a one-time deposition of less than 50 cubic yards, therefore compensatory storage is not required.

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

Rule 7.0 applies to the proposed project because it includes 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 regulated waterway is Coon Creek (County Ditch 59). The banks of the waterway have been proposed to be stabilized with permanent vegetation mix 35-221.

The culvert provides equivalent hydraulic and navigational capacity to existing conditions. An analysis was provided by the State Waterway Engineer and verified through review with the District

Model. The applicant has worked in coordination with the MnDNR to incorporate biota passage design features. This is consistent with MnDOT's Minnesota Guide for Stream Connectivity and Aquatic Organism Passage Through Culverts.

Buffers (Rule 8.0)

The proposed project includes land disturbing activity on land in and adjacent to a Public Ditch. Existing buffers adjacent to the public ditch will be left intact.

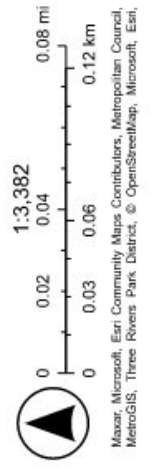
Variances (Rule 10.2)

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

P-23-079



2/6/2024



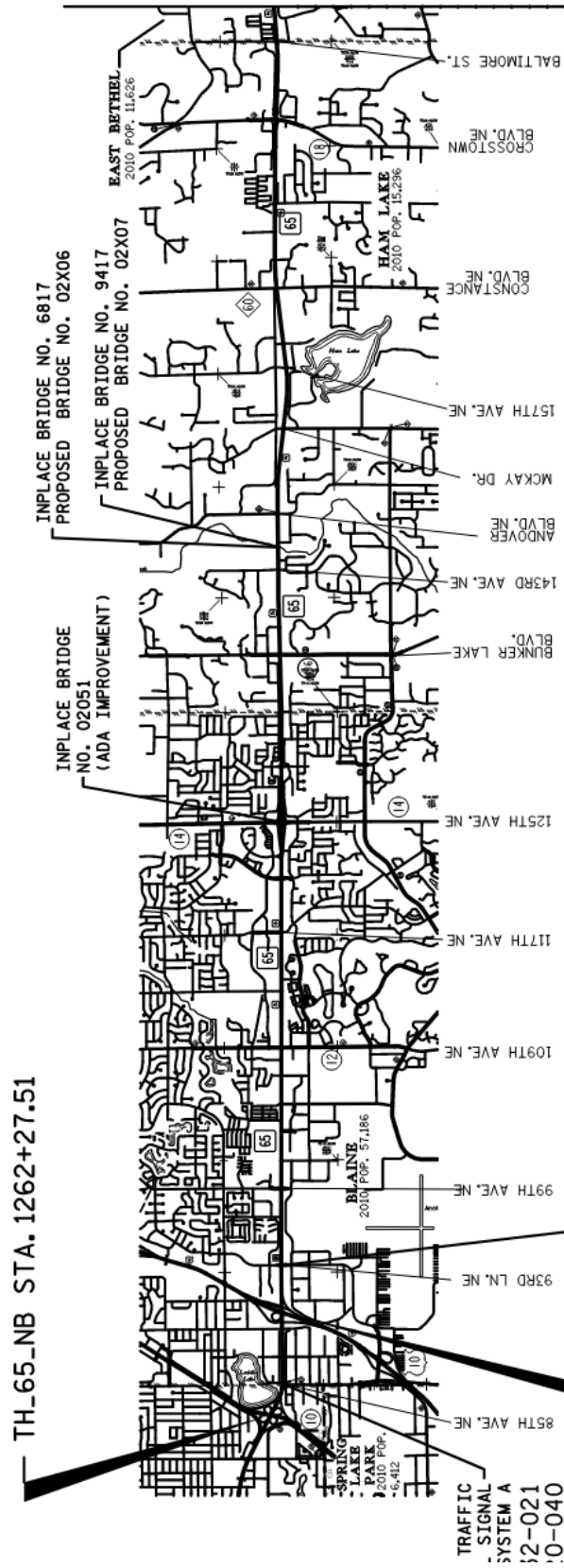


Figure 1: Site Plan

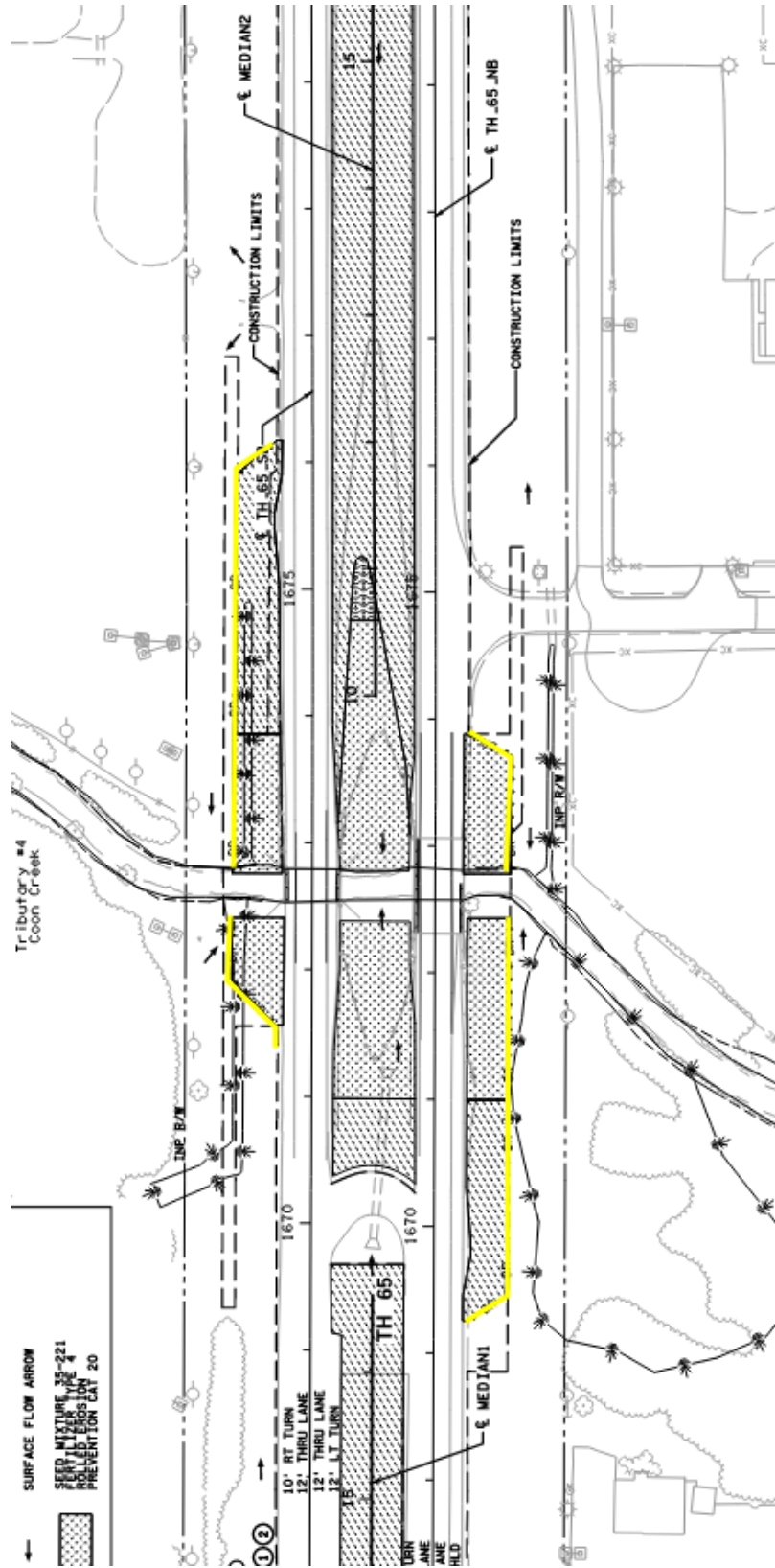


Figure 2: Erosion and Sediment Control Plan



10-YEAR STRATEGIC PLAN

December 2, 2022

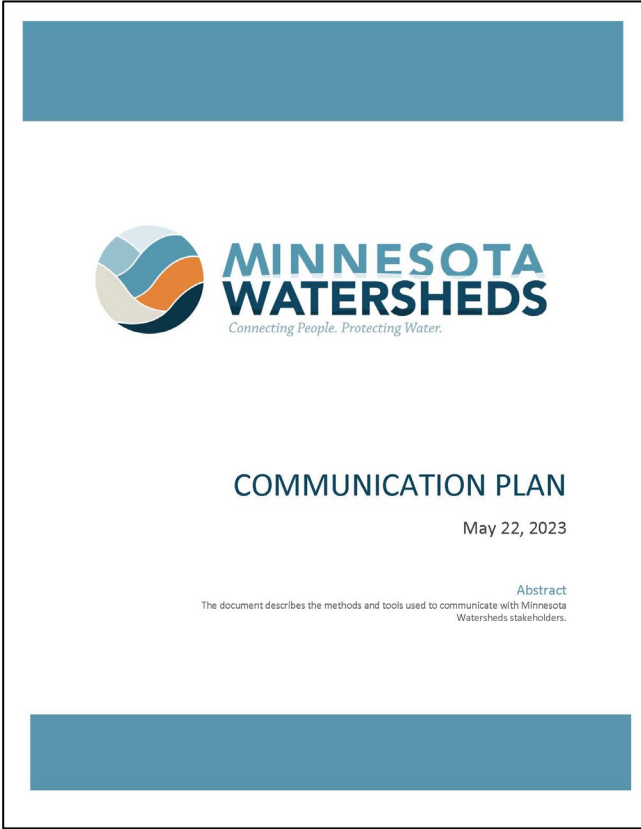
Abstract

This document defines Minnesota Watersheds' mission and vision for the future and identifies goals, objectives, strategies, and tactics.

2023 Strategic Plan Accomplishments



**FORTIFY THE
INFRASTRUCTURE
TO ENSURE
RELIABLE DELIVERY
OF SERVICES**



Adopted and implemented a
Communication Plan



Use committee meetings to
support the board of
directors, members, and
event development



Monthly review of policies
and expenditures



FORTIFY THE
INFRASTRUCTURE
TO ENSURE
RELIABLE DELIVERY
OF SERVICES



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[Partnerships](#)

Members Only

Welcome! The Minnesota Association of Watershed Districts is now **Minnesota Watersheds**. We changed our name to accurately engage and represent our member watershed district and watershed management organizations. We remain a 501(c)(4) non-profit and membership-based organization serving local governments that manage water on watershed boundaries rather than political boundaries. With our Strategic Plan, we have adopted a mission to support and advocate for leaders in watershed management and a vision to establish excellence and innovation in member organizations. With this approach, we will focus on building relationships and partnerships and supporting our membership's education and training needs.

Updated Website

Developed and
distributed
meeting packets



ESTABLISH A
COMMUNITY THAT
SUPPORTS ONE
ANOTHER



Legislative Briefing
and Day at the
Capitol

**Welcome returning
members:**
Cormorant Lakes WD
High Island Creek WD
Warroad WD
Mississippi WMO



Drainage Workshop



Summer Tour at Shell Rock River,
Cedar River, and Turtle Creek WDs



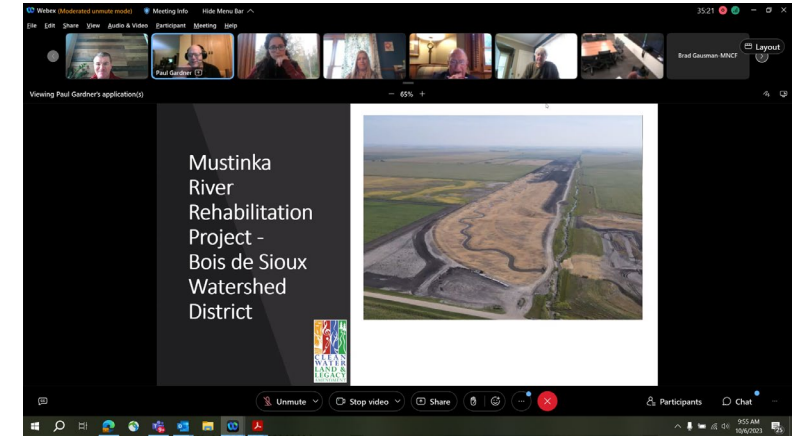
SERVE AS A
LIAISON TO
COLLABORATE
WITH STATEWIDE
AGENCIES AND
ASSOCIATIONS



BWSR Summer Tour



Monthly meetings with
BWSR leadership



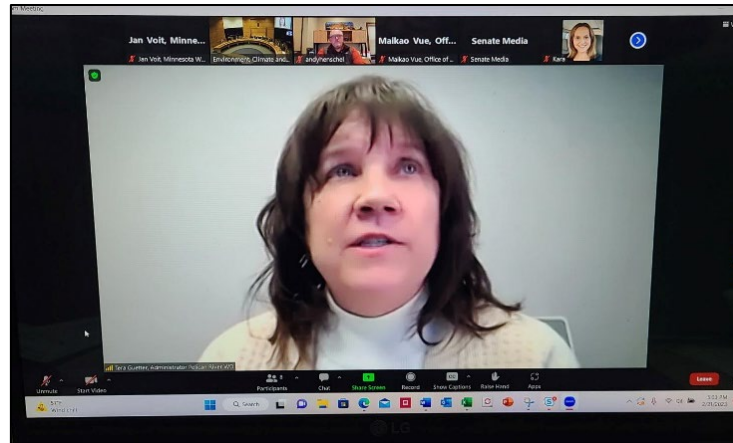
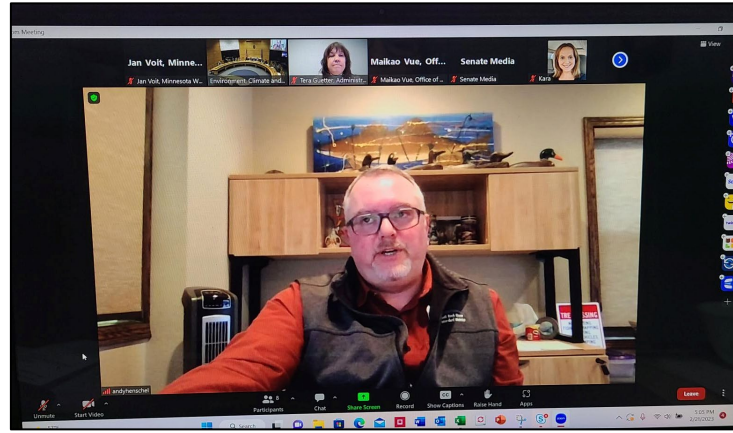
Clean Water Council Meetings



Increased partnership activities



ENSURE STRONG
LEGISLATIVE
POLICIES ARE IN
PLACE FOR
WATERSHED
MANAGEMENT



Andy Henschel, Shell Rock River WD
and Tera Guetter, Pelican River WD
testify in the Senate Environment
Committee on behalf of the general
levy increase

Jan Voit, Minnesota
Watersheds Executive
Director testifies with bill
author Senator Bill Weber in
the Senate Tax Committee on
behalf of the general levy
increase





ENSURE STRONG
LEGISLATIVE
POLICIES ARE IN
PLACE FOR
WATERSHED
MANAGEMENT

General operating levy increase

LOCKRIDGE
GRINDAL
NAUEN
P.L.L.P.
Attorneys at Law

Implemented a
Lobbyist Succession Plan



Working with BWSR to update M.S.
Chapter 103D

LEGISLATIVE COORDINATION AND
COMMUNICATION PLAN
June 14, 2023



Adopted a Legislative Coordination and Communication Plan



ENHANCE SKILLS
OF WATERSHED
DISTRICT AND
WATERSHED
MANAGEMENT
ORGANIZATIONS
BOARDS



Watershed
Management
Workshop at
the 2023
Annual
Conference



Summer Tour
Education Workshop



2023 Legislative Briefing

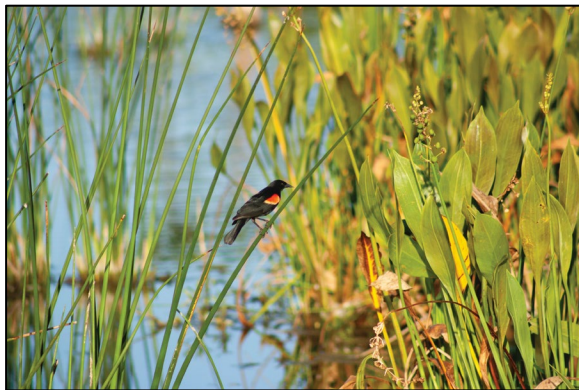


MINNESOTA WATERSHEDS

Connecting People. Protecting Water.

our **mission** is to support and advocate for leaders in watershed

management and our **vision** is to establish excellence and innovation in member organizations



mnwatersheds.com



2024 Legislative Briefing and Day at the Capitol
Radisson Hotel - Capitol Ridge
161 St. Anthony Avenue, St. Paul | March 6 – 7, 2024

Agenda – Wednesday, March 6, 2024

Welcome to the Minnesota Watersheds 2024 Legislative Briefing. The following schedule is approximate. Speakers and times may change as needed to accommodate the ever-changing schedules of lobbyists and directors.

3:00 – 4:00 Minnesota Watersheds Top Legislative Priorities

- 3:00 Welcome and Announcements – Jan Voit, Minnesota Watersheds Executive Director
- 3:05 Capitol Activity Update – Ray Bohn and Jess Lindeen, Minnesota Watersheds Lobbyists
- 3:20 The Legislative Process and Strategies for Working with the Legislature and State Agencies on Minnesota Watersheds Legislative Priorities
 - BWSR report to the legislature regarding the Drainage Work Group (DWG), outlet adequacy, and public notice
 - Support limited liability protections to certified commercial salt applicators
 - Modernization of watershed law – M.S. Chapter 103D
 - Support for the DWG
 - Support 2024 bonding requests and stable funding for flood damage reduction and natural resources enhancement projects
 - Q & A

4:00 – 4:55 Agency Updates*

- 4:00 Governor’s Office – Bonding (invited)
- 4:15 Tom Johnson - Minnesota Pollution Control Agency - Chloride Update (invited)
- 4:30 John Jaschke, Board of Water and Soil Resources – M.S. 103D Housekeeping
- 4:45 Q & A

4:55 Closing Remarks/End of Briefing

- 4:55 Jan Voit, Executive Director

5:00 – 7:00 Legislative Reception: Minnesota Watersheds Members and Legislators

Invitations to this reception and networking event were sent to all legislators. However, individual invitations from members helps provide additional encouragement for them to attend.

Take advantage of this opportunity to network with other members and chat with legislators as they arrive. **Please also use this time for informal regional caucus discussion.** There will be a cash bar. Light food options will be served for you to enjoy.

Agenda – Thursday, March 7, 2024

7 am – 8:30 am Networking Event: Minnesota Watersheds Members

Take advantage of this opportunity to have a buffet breakfast with Minnesota Watersheds members at the Capitol Ridge Hotel and discuss our legislative priorities.

9 am – 4 pm Meet with Legislators

Please use this occasion to visit with legislators in their offices or at the Capitol.

*Speakers and topics may change as schedules evolve.

From: Minnesota Pollution Control Agency <mpca@public.govdelivery.com>
Sent: Friday, January 26, 2024 8:02 AM
To: Justine Dauphinais
Subject: MS4 Annual Report Update



MS4 Annual Report Update

All MS4 permittees covered by the 2020 MS4 General Permit will not need to submit an annual report by June 30, 2024.

The MPCA is still in the process of developing a new e-service for the MS4 annual report. This means MS4 permittees that have coverage under the 2020 MS4 General Permit do not need to submit an annual report for calendar year 2023 by June 30, 2024. Instead, reporting is deferred until the e-service is available. At that time, MS4 permittees will be expected to begin reporting MS4 activities for each previous reporting year (i.e., each calendar year after 2021).

For more information about the MS4 annual report, visit the [MS4 annual report webpage](#).

The Minnesota Pollution Control Agency is a state agency committed to ensuring that every Minnesotan has healthy air, sustainable lands, clean water, and a better climate.

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