

**COON CREEK WATERSHED DISTRICT
BOARD OF MANAGERS' MEETING**

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Monday, September 9, 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, Mary Cambell, Jim Hafner, Jason Lund, and Dwight McCullough

Staff Present: Bobbie Law, Tim Kelly, Corinne Elfelt, Jason Hilst, and Michell Ulrich

Staff Present on Zoom: Jon Janke

2. Approval of the Agenda

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

3. Announcements

None.

4. Open Mic/Public Comment

No one was present for comment.

CONSENT ITEMS

5. Approval of Minutes of August 26, 2024

6. Administrators Report

7. Advisory Committee Report

8. Approval of Bills for Payment:

Claims totaling \$187,587.25 on the following disbursement(s) list will be issued and released upon Board approval.

| Vendor | Amount |
|-------------------------------------|---------------|
| V0008--US BANK | 6,603.88 |
| V0010--A1 FLOOR AND CARPET CARE INC | 1,076.25 |
| V0030--CONNEXUS ENERGY | 319.91 |
| V0054--MICHELLE J ULRICH PA | 2,313.50 |
| V0090--CENTERPOINT ENERGY-UTILITY | 31.26 |
| V0111--WELL GROOMED LAWNS INC | 688.00 |
| V0120--PARENT CUSTOM HOMES LLC | 1,843.00 |
| V0128--YTS COMPANIES LLC | 4,506.25 |

| | |
|---|-------------------|
| V0138--RMB ENVIRONMENTAL LABORATORIES INC | 1,125.00 |
| V0138--RMB ENVIRONMENTAL LABORATORIES INC | 237.00 |
| V0195--STANTEC CONSULTING SERVICES INC | 33,287.49 |
| V0195--STANTEC CONSULTING SERVICES INC | 33,301.47 |
| V0195--STANTEC CONSULTING SERVICES INC | 3,332.00 |
| V0195--STANTEC CONSULTING SERVICES INC | 47,880.44 |
| V0197--VANDERBILT, CHASE | 16.87 |
| V0221--ABDO LLP | 15,948.00 |
| V0221--ABDO LLP | 3,327.50 |
| V0242--METRO I NET | 5,398.00 |
| V0249--PLAUDIT DESIGN | 450.00 |
| V0269--CENTERPOINT ENERGY-ESCROW | 2,535.82 |
| V0269--CENTERPOINT ENERGY-ESCROW | 1,058.25 |
| V0275--KISTERS NORTH AMERICA INC | 3,000.00 |
| V0318--MANTHEI, ROBIN | 1,602.25 |
| V0319--GAGNON, PAUL | 5,913.70 |
| V0320--MEADOWLAND ESTATES LLC | 2,445.99 |
| V0321--OAK MEADOWS LAND HOLDING LLC | 5,260.10 |
| V0322--ROERS BLAINE 55+ LLC | 4,085.32 |
| | 187,587.25 |

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

POLICY ITEMS

9. 2025 Budget Hearing

Mr. Kelly gave an overview of the CCWD budgeting process and timeline, highlighting the requirement that the District adopt its 2025 budget by September 15th, 2024. No additional budget comments have been submitted to the District. He confirmed that the 2025 Budget Hearing was noticed in the District's two official newspapers, the Union Herald and the Life.

Board Member Mary Campbell entered the meeting room.

Mr. Kelly in his budget overview noted the CCWD 2025 balanced budget is \$9,209,437. He described the connection t this budget has to the District's 10-year comprehensive watershed management plan. An extensive financial modeling process was completed as a part of this budgeting process, including potential tax impact on residents. Mr. Kelly presented the Board's two options regarding the next step in the budgeting process: adopt or modify the budget as presented. He clarified that the Board's adoption of the budget is not a certification of the proposed taxes payable in 2025. Staff recommended holding the public hearing and adopting the budget and budget resolution provided.

President Hafner opened the public hearing and called for public comment three times.

Board Member Campbell moved to close the public hearing. Seconded by Board Member McCullough. The motion carried with 5 yeas (Board Members Lund, Hafner, Campbell, Lind, and McCullough) and no nays.

Board Member McCullough made a motion to adopt the 2025 budget. Seconded by Board Member Lind. The motion carried with 5 yeas (Board Members Lund, Hafner, Campbell, Lind, and McCullough) and no nays.

Board Member Campbell made a motion to adopt the resolution 24-004 adopting th Coon Creek watershed District 2025 Budget. Seconded by Board Member Lund. The motion carried with 5 yeas (Board Members Lund, Hafner, Campbell, Lind, and McCullough) and no nays.

**RESOLUTION ADOPTING THE COON CREEK WATERSHED DISTRICT 2025 BUDGET
RESOLUTION 24-004**

WHEREAS the preparation and adoption of budgets is recognized as sound financial practice; and

WHEREAS, the Coon Creek Watershed District has the responsibility to manage the public's funds appropriately and efficiently; and

WHEREAS Minnesota States 103B and 103D require the District to adopt a budget prior to September 15, 2025.

NOW, THEREFORE, BE IT RESOLVED that the District Board of the Coon Creek Watershed District hereby adopts an annual operating budget totaling \$9,209,437 for the fiscal year beginning January 1, 2025, and ending December 31, 2025

BE IT FURTHER RESOLVED that the District Board of the Coon Creek Watershed District hereby establishes the 2025 Coon Creek Watershed District Operating Budget as follows:

| Revenues | Proposed 2025 Budget |
|---------------------------|-----------------------------|
| Property Taxes | \$ 6,189,240 |
| Fees & Charges | \$ 298,423 |
| Grants | \$ 2,566,549 |
| Other Revenue | \$ 115,000 |
| Fund Balances | \$ 40,225 |
| Total Revenue | \$ 9,209,437 |
| | |
| Expenditures | |
| Salaries & Benefits | \$ 2,414,928 |
| Professional Services | \$ 489,487 |
| Operating Expenses | \$ 317,241 |
| Program Costs | \$ 5,789,607 |
| Capital Costs | \$ 198,174 |
| Total Expenditures | \$ 9,209,437 |

| | Yea | Nay | Absent |
|------------|-----|-----|--------|
| Hafner | X | | |
| Lind | X | | |
| Lund | X | | |
| Campbell | X | | |
| McCullough | X | | |

Upon vote, the chair declared the Resolution 24-004


James Hafner, CCWD Board President

Dated: September 9, 2024

PERMIT ITEMS

None.

DISCUSSION ITEMS

10. Riverview Creek Inspection Report

Mr. Hilst gave a presentation on his Riverview Creek inspection report outlining the following:

- Purpose of inspections – Identify and prioritize maintenance needs
- Survey methods
- Riverview Creek condition overview
- Inspection results and recommendation – No maintenance concerns. The ditch was found to be in good to fair condition with no immediate concern.

Managers discussed one downed tree within the channel.

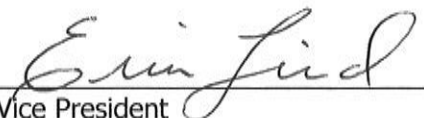
Board Member Lund moved to receive the report as presented. Seconded by Board Member Hafner. The motion carried with 5 yeas (Board Members Lund, Hafner, Campbell, Lind, and McCullough) and no nays.

INFORMATIONAL ITEMS

None.

ADJOURN

Board Member Lund moved to adjourn at 5:48 pm. Seconded by Board Member Lind. The motion carried with 5 yeas (Board Members Campbell, Hafner, Lind, Lund and McCullough) and no nays.


Vice President