



Grant Progress Report

Watershed Based Implementation SEP 2023

Grant Title: FY23MetroWBIF- CoonCreekWPA- RetrofitsPlanning

Grant Award (\$): \$216,377.00

Grant Execution Date: 11/21/2022

Grant ID: C23-6071

Required Match (%): 10

Grant End Date: 12/31/2025

Grantee: Coon Creek WD

Required Match (\$): \$21,637.70

Fiscal Agent: Coon Creek WD

Grant Day-to-Day Contact: Justine Dauphinais

	Total Budgeted	Total Spent	Balance Remaining*
Grant Funds	\$216,377.00	\$190,617.50	\$25,759.50
Match Funds	\$22,500.00	\$30,153.07	(\$7,653.07)
Other Funds	\$7,200.00	\$32,445.29	(\$25,245.29)
Total	\$246,077.00	\$253,215.86	(\$7,138.86)

*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	CCWD in-kind	\$7,200.00	\$32,445.29	(\$25,245.29)	N
Street Sweeping Assessment T/E	Technical/Engineering Assistance	Local Fund	CCWD Levy	\$20,000.00	\$19,110.47	\$889.53	Y
Subwatershed planning T/E	Technical/Engineering Assistance	Local Fund	CCWD Levy	\$2,500.00	\$11,042.60	(\$8,542.60)	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>
Street Sweeping Assessment T/E	Technical/Engineering Assistance	Current State Grant	FY23MetroWBIF- CoonCreekWPA- RetrofitsPlanning	\$67,300.00	\$41,540.50	\$25,759.50	N
Subwatershed planning T/E	Technical/Engineering Assistance	Current State Grant	FY23MetroWBIF- CoonCreekWPA- RetrofitsPlanning	\$149,077.00	\$149,077.00	\$0.00	N

Activity Name: Administration/Coordination

Activity Category: Administration/Coordination **Staff time?:** Yes

Description: This activity includes project coordination meetings with partners, contract administration, financial tracking, and all required grant reporting.

This activity will be carried out by CCWD staff as in-kind match. Specifically, a coordinator level staff member will be assigned as project manager to administer contract(s) with professional consultant(s) (see Technical/ Engineering Assistance Activities) and oversee project progress. Justine Dauphinais, CCWD Water Quality Coordinator, will be responsible for financial tracking and grant reporting with administrative oversight by CCWD Accountant.

Key Milestones:

2023:

- consultant contracted for sweeping assessment by July 31
- consultant(s) contracted for at least 1 subwatershed plan by Oct 31
- Progress check in meeting with Board Conservationist by Nov 15
- At least 1 project coordination/progress meeting held for each active planning project by Dec 15

2024:

- Submit yearend 2023 grant progress report in eLink by Feb 1
- consultant(s) contracted for remaining subwatershed plan(s) by Aug 31

- Progress check in meeting with Board Conservationist by Nov 15
- At least 1 project coordination/progress meeting held for each active planning project by Dec 15
- Satisfactory completion of sweeping assessment contract by Dec 31

2025:

- submit yearend 2024 grant progress report in eLink by Feb 1
- Progress check in meeting with Board Conservationist by July 15
- Satisfactory completion of all subwatershed planning contract(s) by Nov 15th
- Submit final report in eLink by Dec 31 or within 30 days of project completion

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 in-kind	\$7,200.00	\$32,445.29	(\$25,245.29)	12/31/2024	N

Actual Results

No work in 2022

2023: CCWD entered into contract with EOR in May 2023 to implement the enhanced street sweeping study. The CCWD Water Quality Coordinator, Justine Dauphinais, continues to oversee this work. A kickoff meeting was held in May with individual follow-up meetings with each MS4 in Aug-Sept. This study is proceeding ahead of schedule and likely to be completed in Q1 of 2024 (see T/A activity for details).

The CCWD Planning Coordinator, Erik Bye, is overseeing all subwatershed planning work with the District engineer, Stantec. Scopes of Work were executed for two planning areas, Ditch 39 and Ditch 37 in June and November, respectively. Work is proceeding as planned (See T/A activity for details).

Staff continues to track expenditures and match and fulfill all grant reporting requirements. An annual progress check-in meeting with our Board Conservationist occurred via email on November 1, 2023.

2024: The enhanced street sweeping study was completed by EOR in April with oversight by CCWD WQ Coordinator, Justine Dauphinais (final report is attached; see T/A activity for details). Results were presented at the MN Water Resources Conference and the MN Clean Sweep Lunch & Learn Seminar series. The District is currently working with municipal partners to implement the recommendations of this study.

The CCWD Planning Coordinator, Erik Bye, continued to oversee all subwatershed planning efforts. A Scope of Work was executed with the District Engineer, Stantec, for the third and final planning area, Ditch 60 Subwatershed, on August 22, 2024. At least one task force coordination meeting was held for each subwatershed planning area (2 for D39, 3 for D37, and 1 for D60). Work is proceeding as planned (See T/A activity for details).

Staff continues to track expenditures and match and fulfill all grant reporting requirements. An annual report for calendar year 2023 was filed in January and an annual progress check-in meeting with our Board Conservationist occurred via email on October 31st, 2024. Staff time expended towards this Activity exceeded initial estimates; staff time will continue to be tracked as an in-kind contribution.

Activity Name: Street Sweeping Assessment T/E

Activity Category: Technical/Engineering Assistance

Staff time?: No

Description: Technical and engineering assistance will be provided by a professional engineering consultant under the direction of CCWD staff.

The proposed sweeping retrofit study will entail a cost-benefit analysis to evaluate the current street sweeping practices of all participating MS4s within the District compared against a range of enhanced street sweeping scenarios (changes in frequency, timing, equipment type, targeted zones based on canopy cover and level of treatment, in-house vs contracted, etc.) to optimize TSS and TP pollutant load reductions to the District's 4 impaired streams and the Mississippi River (see Tasks 4-6 in the attached scope of work). CCWD issued a competitive RFP for a comprehensive sweeping study in 2022, but only had funds to complete Tasks 1-3, so broke the study into two phases. CCWD will complete Phase 1 (Tasks 1-3) prior to initiating and contracting for Phase 2 (Tasks 4-6) in 2023. The voting members of the Coon Creek WPA unanimously voted to allocate a portion of the WBIF allocation to complete phase 2 of this study to further water quality improvement objectives.

The engineering consultant will adhere to methods approved in the MN Stormwater Manual for sweeping analyses.

This activity will be funded primarily with grant dollars with approximately \$20,000 of supplemental local cash match provided by CCWD.

Key Milestones:

2023:

- engineering consultant contracted by July 31
- At least 1 project coordination/progress meetings held by Dec 15

2024:

- At least 1 project coordination/progress meetings held by Oct 31
- Satisfactory completion of contracted work by Dec 31

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	\$20,000.00	\$19,110.47	\$889.53	09/30/2023	Y
Current State Grant	FY23MetroWBIF- CoonCreekWPA- RetrofitsPlanning	\$67,300.00	\$41,540.50	\$25,759.50	04/30/2024	N

Actual Results

No work in 2022

2023: After completing the first phase of the Districtwide sweeping study (funded by District levy outside of this work plan), CCWD entered into contract with EOR in May 2023 to implement the second phase of the study focused on evaluation and cost-benefit analysis of enhanced sweeping scenarios (see attached SOW). A kickoff meeting was held in May with individual check-in meetings with each MS4 in Aug-Sept to discuss draft sweeping zones, prioritization methods, and program costs. Several progress meetings and reviews of draft deliverables also occurred over this time period, with review of the final report starting in December 2023. This study is proceeding ahead of schedule and likely to be completed in Q1 of 2024.

2024: The enhanced street sweeping study and report was completed 8 months ahead of schedule and came in approximately \$26,000 under budget. Consulting time was saved by fulfilling some tasks in-house (GIS analyses, coordination meetings with partners, reporting of results) which is reflected in increased in-kind staff time contribution. The final report is attached and available on our website: <https://www.cooncreekwd.org/reducepollution/>

The final results were shared with the CCWD Board, CCWD TAC, Fridley Environmental Quality and Energy Commission, and many water resources practitioners at the MN Water Resources Conference and MN Clean Sweep Lunch and Learn Seminar Series. CCWD and local partners are in the process of implementing some of the recommendations of this study and CCWD has created a new category in their cost share incentive program to fund this work. CCWD is requesting to amend the work plan to move the \$25,759.50 in remaining grant funds under this activity to the Technical Engineering Assistance activity for Subwatershed Planning work in 2025 and will work with Board Conservationist for approval.

Activity Name: Subwatershed planning T/E

Activity Category: Technical/Engineering Assistance

Staff time?: No

Description: Technical and engineering assistance will be provided by professional engineering consultant(s) under the direction of CCWD staff. For each subwatershed planning area (Ditch 37, 39, and 60; Ditch 41 if time/funding permits), the consultant will refine the existing Districtwide XPSWMM hydraulic model at an appropriate spatial resolution, develop paired water quality models (P8 or similar), and identify and model targeted projects to meet water quality pollutant reduction goals established in the CCWD TMDL. Concept designs will be completed for resulting projects in sufficient detail to enable prioritization by cost effectiveness of pollutant load and volume reductions (i.e. sizing, treatment/storage volumes, cost estimates). For a subset of the top-ranking projects in each subwatershed, interim design plans will be completed including any site surveying and geotechnical analysis as needed. The engineer will adhere to recognized design standards for all proposed constructed practices such as the MN Stormwater Manual or NRCS FOTG.

This activity will be funded primarily with State grant dollars with supplemental local cash match in the amount of at least \$2500 provided by CCWD.

Key Milestones:

2023:

- Consultant(s) hired via competitive RFP (or bid process if applicable) for at least 1 subwatershed planning area by Oct 31
- At least 1 project coordination/progress meeting held for each active planning project by Dec 15

2024:

- Consultant(s) hired via competitive RFP (or bid process if applicable) for remaining subwatershed planning areas by Aug 31
- At least 1 project coordination/progress meeting held for each active planning project by Dec 15

2025:

- Satisfactory completion of all subwatershed planning contract(s) for the 3-4 subwatershed areas by Nov 15th

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	FY23MetroWBIF- CoonCreekWPA-RetrofitsPlanning	\$149,077.00	\$149,077.00	\$0.00	12/31/2024	N
Local Fund	CCWD Levy	\$2,500.00	\$11,042.60	(\$8,542.60)	01/31/2025	Y

Actual Results

2023: Stantec was contracted to complete subwatershed models and implementation plans for the Ditch 39 and Ditch 37 planning areas in June and November, respectively. Existing conditions models were created or refined and calibrated to recent field-collected data. A workgroup was created for the Ditch 39 planning area comprised of representatives from CCWD, Blaine, Coon Rapids, and Anoka Co Highways and met 3 times in 2023 to discuss model outputs, plan goals and objectives, and to evaluate implementation strategies. There is ongoing work to model BMP scenarios to identify and design the top-ranking targeted projects for inclusion in the District CIP. A similar planning process has also started for the Ditch 37 planning area; there was an initial kickoff meeting with City of Andover staff and efforts are ongoing to review preliminary model outputs. The process of identifying and modeling proposed BMPs will take place in 2024. The District is on schedule to kickoff similar efforts for a third planning area, the Ditch 60 subwatershed, in mid 2024.

2024: Subwatershed planning work continued for the D39 and D37 systems. For Ditch 39, two task force meetings were held, hydraulic and water quality models were finalized, a suite of BMPs were identified, and 3 structural BMPs were selected for further exploration (geotechnical investigations and interim designs). Funding was sought and received to implement the top-ranking BMP (Bridgewater Regional Filter) which is on track for construction in 2026. A summary narrative report is currently being drafted. For Ditch 37, the subwatershed task force met 3 times to review and finalize model results and discuss identified BMPs. One regional structural BMP was selected for further analysis and other non-structural practices are under consideration (redevelopment planning, enhanced sweeping).

In August, the District Engineer, Stantec, was contracted for the third and final planning area, the Ditch 60 Subwatershed. A D60 task force was created and an initial kickoff meeting was held. Hydraulic and water quality modeling is underway and study area goals and objectives are being drafted; a second task force meeting is planned for early 2025. All subwatershed planning efforts are on track to be completed by November 2025 in accordance with the grant work plan.