



# 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:** Justine Dauphinais

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

**Required Match (%):** 10

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

**Grant Execution Date:** 03/27/2024

**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	\$130,691.32	\$163,808.68
Other Funds	\$20,000.00	\$19,679.23	\$320.77
Total	\$759,500.00	\$150,370.55	\$609,129.45

\*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	\$18,338.08	(\$838.08)	N
Public Engagement	Education/Information	Local Fund	In Kind staff time	\$2,500.00	\$1,341.15	\$1,158.85	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>
Technical/Engineering Assistance	Technical/Engineering Assistance	Local Fund	CCWD Levy	\$44,500.00	\$130,691.32	(\$86,191.32)	Y
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

### 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	\$18,338.08	(\$838.08)	12/31/2024	N

## Actual Results

A draft JPA between CCWD and the Landowner (Anoka County Parks) was sent to BWSR Board Conservation for prior approval and then was executed on 6/6/24 (see attachments). Several coordination meetings between Anoka County Parks Staff, the Project engineer, and CCWD occurred and communication is ongoing. CCWD staff continues to oversee construction management. The project was publicly bid in October 2024 and a construction services contract was signed with Sunram Construction in early December. A notice to proceed was granted on 12/23/24 after satisfying permitting requirements (SHPO, ACOE regional permit, 401 Certification, DNR Public Waters, MPCA NPDES). Construction site preparation work began in late December with earthwork scheduled to commence in January 2025; CCWD staff and/or the District Engineer will continue to provide on-site construction oversight during active construction. CCWD Staff continues to track expenditures and match and fulfill all grant reporting requirements.

## 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

## Actual Results

The project was advertised for public bidding in September 2024 and a construction contract was awarded to Sunram Construction in October 2024. A construction services agreement was executed in early December with a notice to proceed granted on December 23rd, 2024 after satisfying all relevant permit conditions. Initial construction site preparation work was initiated in late December with earthwork planned to commence in January 2025.

An exclusion period for no in-water work prior to April 15 was added as a permit condition by the MN DNR to be protective of Blanding's Turtle. There is also an exclusion period for in-water work from Mar 15- June 15 due to fish spawning. Depending on site conditions in June and July, there is a possibility that work might need to be delayed into fall 2025, extending the preferred construction timeline (but well within the grant work plan timeline which accounted for unanticipated delays).

## 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	\$1,341.15	\$1,158.85	12/31/2024	N

Actual Results

Staff made regular updates to the project webpage ([www.cooncreekwd.org/LCCCR](http://www.cooncreekwd.org/LCCCR)) and communicated with interested residents and park users. Adjacent residents were sent direct mailers and/or emails. Staff created and deployed an on-site message center sign to provide information to trail-goers during the active construction period. Additionally, a press release announcing the project was published in the local ABC newspaper.

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: 1
Practice Type:	100M - Presentations	Size/Units: 1 - Count
TA Provider/JAA:		Lifespan: In Perpetuity
Practice Description:	Project Open house/ kick-off presentation for general public	Install Date: 11/08/2023
		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	\$130,691.32	(\$86,191.32)	12/31/2024	Y

Actual Results

The District Engineer, Stantec, provided professional engineering services including design, permitting, facilitation of bidding, and construction oversight. The project was advertised for public bid in September 2024 and awarded to a contractor in October 2024. Expenditures for this activity greatly exceeded conservative estimates of budgeted match due to extensive site survey and modeling needs and design modifications to accommodate permitting conditions (e.g., archeology survey, wetland delineation, no-rise modeling, T&E species avoidance plans, etc).