

# **AGENDA**

## **COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS**

August 25<sup>th</sup>, 2025  
5:30 PM

1. Call to Order
2. Approval of the Agenda
3. Announcements
4. Open Mic

### **CONSENT ITEMS**

5. Approval of Minutes
6. Bills/Accounts Payable

### **POLICY ITEMS**

7. Draft 2026 Operating Budget

### **PERMIT ITEMS**

8. P25-022 Dercon
9. P25-029 MCES Sanitary Sewer Rehab (4-NS-525 P2)
10. P25-017 Meadow Creek Church

### **DISCUSSION ITEMS**

### **INFORMATIONAL ITEMS**

11. MAWA 2025 Annual Meeting on Resolutions and Petitions (ABM)

### **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, August 11, 2025, at the Coon Creek Watershed District Office.

### **1. Call to Order**

The meeting was called to order at 5:30 PM

Board Members Present: Mary Campbell, Jim Hafner, Erin Lind, and Dwight McCullough.

Board Member Absent: Jason Lund

Staff Present: Tim Kelly, Erin Margle, and Hattie Hillukka

Zoom attendees: Jon Janke, Jennifer Lattin

### **2. Approval of the Agenda**

Board Member McCullough moved to add permit item 10 - Elk River-Lexington Immediates – Carlos Avery Dig 25113, permit item 11 - Elk River-Lexington Immediates – Coon Creek & 142<sup>nd</sup> Dig 25117, and permit item 12 - NNG Dig – Coon Creek and Bunker Lake Blvd to the Consent Items. Seconded by Board Member Lind. The motion carried with four (4) yeas (Board Members, Campbell, Hafner, Lind, and McCullough) and no nays.

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

### **3. Announcements**

District Administrator Kelly commented that last Thursday August 7<sup>th</sup> the Minnesota Center for Environmental Advocacy released a report on drainage and public ditches and their adverse effect on water quality. Staff is monitoring.

### **4. Open Mic/Public Comment**

No one was present for comment

## **CONSENT ITEMS**

### **5. Approval of Minutes of July 28, 2025**

**6. Receive Administrator's Report**  
**7. Advisory Committee Report**  
**8. Bills/Accounts Payable**

Claims totaling \$198,328.09 on the following disbursement(s) list will be issued and released upon Board approval.

Vendor	Amount
V0008--US BANK	19,523.20
V0010--A1 FLOOR AND CARPET CARE INC	1,119.30
V0025--CITY OF BLAINE	2,290.00
V0047--AH IND SCHOOL DIST 11	3,200.00
V0050--LEAGUE OF MN CITIES INSURANCE TRUST	208.00
V0071--SUNRAM CONSTRUCTION INC	71,531.19
V0111--WELL GROOMED LAWNS INC	700.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	269.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	140.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	165.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	216.00
V0170--KUECHLE UNDERGROUND INC	5,820.00
V0195--STANTEC CONSULTING SERVICES INC	2,754.00
V0195--STANTEC CONSULTING SERVICES INC	18,213.50
V0195--STANTEC CONSULTING SERVICES INC	41,082.00
V0195--STANTEC CONSULTING SERVICES INC	20,408.98
V0249--PLAUDIT DESIGN	77.50
V0352--HEALTH EQUITY INC	803.06
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,437.36
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,370.00
	<b>198,328.09</b>

*The following permit items were moved to the Consent Agenda.*

**10. Elk River- Carlos Avery Dig 25117**

The purpose of this project is for a pipeline maintenance dig located at S31 T32N, R22W, 45.22283, -93.127587 located within the Carlos Avery WMA in Columbus, Minnesota.

This is an after-the-fact permit application submitted by Northern Natural Gas for pipeline maintenance activities that were conducted as a result of routine inspections of its pipeline system to detect anomalies along pipe segments that require maintenance. This segment was determined to need immediate maintenance. The project was projected to disturb approximately 2.8 acres and create no regulated impervious surface. The project is within the Carlos Avery

WMA and drains to County Ditch 44. The relevant water resource concerns are soils and erosion control, which is District Rule 4.

Staff recommendation was to approve with two (2) conditions and zero (0) stipulations as outlined in the complete Permit Application Review Report dated August 6, 2025, and before the Board of Managers on August 11, 2025.

**Conditions to be Met Before Permit Issuance:**

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$3,400.00.

Rule 4.0 – Soils and Erosion Control

2. Update the SWPPP to stabilize soils and soil stockpiles within 24 hours of inactivity.

**Stipulations:** none

**11. Elk River-Lexington Immediates – Elk River-Lexington Immediates – Coon Creek & 142<sup>nd</sup> Dig 25117**

The purpose of this project is for a pipeline maintenance dig located at S26, T32N, R24W, 45.227163, -93.291091 near Coon Creek and 142<sup>nd</sup> Ave NW in Andover, Minnesota.

This is an after-the-fact permit application submitted by Northern Natural Gas for pipeline maintenance activities that were conducted as a result of routine inspections of its pipeline system to detect anomalies along pipe segments that require maintenance. This segment was determined to need immediate maintenance. The project is located near Coon Creek and 142<sup>nd</sup> Ave NW in Andover. It disturbed approximately 0.4 acres and created no new impervious surface. The relevant water resource concerns are soils and erosion control and floodplain, which correspond to District Rules 3 and 6

Staff recommendation was to approve with two (2) conditions and zero (0) stipulations as outlined in the complete Permit Application Review Report dated August 6, 2025, and before the Board of Managers on August 11, 2025.

**Conditions to be Met Before Permit Issuance:**

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow of \$2,200.00.

#### Rule 4.0 – Soils and Erosion Control

2. Update the erosion control plan to stabilize soils and soil stockpiles within 7 days of inactivity.

**Stipulations:** none

#### **12. NNG Dig – Coon Creek and Bunker Lake Blvd**

The purpose of this project is for a pipeline maintenance dig located at S35, T32N, R24W, 45.223364, -93.291766 south of Coon Creek and north of Bunker Lake Blvd along the railroad in Andover, Minnesota.

This is an after-the-fact permit application submitted by Northern Natural Gas for pipeline maintenance activities that were conducted as a result of routine inspections of its pipeline system to detect anomalies along pipe segments that require maintenance. This segment was determined to need immediate maintenance. The project was projected to disturb approximately 1.04 acres and create no regulated impervious surface. The project just south of Coon Creek and north of Bunker Lake Blvd along the railroad. The relevant water resource concern is soils and erosion control, which is District Rule 4.

Staff recommendation was Approve with one (1) condition and zero (0) stipulations as outlined in the complete Permit Application Review Report dated August 6, 2025, and before the Board of Managers on August 11, 2025.

#### **Conditions to be Met Before Permit Issuance:**

##### Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,540.00.

**Stipulations:** none

Board Member Campbell moved to approve Consent Agenda Items. Seconded by Board Member Lind. The motion carried with four (4) yeas (Board Members, Campbell, Hafner, Lind, and McCullough) and no nays.

#### **POLICY ITEMS**

##### **9. Draft 2026 Operating Budget**

The purpose and scope of the Preliminary Rough Draft Budget Write Up is to review a draft 2026 operating budget which articulates the anticipated and needed revenue and planned costs for conducting District work and operations in fiscal year 2026.

In March the Board adopted a calendar and process for developing the 2026 budget. The process involves three phases: analysis of the parts, fine-tuning of the whole, and review and adoption of the final. The budget has been before the Board for review and comment at both the July 14 & 28th meetings.

The recommendation is to approve distribution of this draft for Review by the Advisory Committees at their August meetings

Board Member Lind moved to forward Policy Item #9 – Draft 2026 Operating Budget to the Citizen Advisory Committee and to the Technical Advisory Committee for review at their August meetings. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members, Campbell, Hafner, Lind, and McCullough) and no nays.

**PERMIT ITEMS – *(moved to Consent Agenda)***

**10. Elk River-Lexington Immediates - Dig 25113**

**11. Elk River-Lexington Immediates - Dig 25117**

**12. NNG Dig -Coon Creek and Bunker Lake Blvd**

**DISCUSSION ITEMS**

No discussion items

**INFORMATIONAL ITEMS**

No information items

**ADJOURNMENT**

Board Member Campbell moved to adjourn at 5:39pm. Seconded by Board Member McCullough. The motion carried with four (4) yeas (Board Members, Campbell, Hafner, Lind, and McCullough) and no nays.

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President

## COON CREEK WATERSHED DISTRICT

### Request for Board Action

**MEETING DATE:** August 25, 2025  
**AGENDA NUMBER:** 6  
**ITEM:** Bills to Be Paid

**FISCAL IMPACT:** Budgeted  
**POLICY IMPACT:** Policy

### REQUEST

Approve bills

### BACKGROUND

Claims totaling \$113,283.03 on the following disbursement list will be issued and released upon Board approval.

Vendor	Amount
V0027--CITY OF FRIDLEY	2,390.00
V0039--FOREST LAKE CONTRACTING INC	7,650.00
V0054--MICHELLE J ULRICH PA	4,012.50
V0110--RESPEC COMPANY LLC	9,058.75
V0128--YTS COMPANIES LLC	8,750.00
V0128--YTS COMPANIES LLC	5,056.25
V0133--PACE ANALYTICAL SERVICES LLC	1,022.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	144.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	237.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	1,485.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	144.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	161.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	248.00
V0221--ABDO LLP	5,466.67
V0221--ABDO LLP	137.50
V0221--ABDO LLP	3,150.00
V0236--B E LANDSCAPE DESIGN SERVICES	2,645.00
V0242--METRO I NET	6,753.00
V0348--BLUE CROSS BLUE SHIELD OF MN	22,490.38
V0350--FIRST UNUM LIFE INSURANCE COMPANY	1,142.62
V0350--FIRST UNUM LIFE INSURANCE COMPANY	1,257.00
V0351--DELTA DENTAL OF MN	1,772.36
V0352--HEALTH EQUITY INC	35.10
V0352--HEALTH EQUITY INC	803.06
V0352--HEALTH EQUITY INC	822.30
V0352--HEALTH EQUITY INC	192.30
V0360--PAYLOCITY	559.63
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,437.36
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,370.00
V0365--FLINT HILLS RESOURCES	1,977.37
V0395--CONNEXUS ENERGY-ESCROW	2,184.10
V0396--EPIPHANY ASSISTED LIVING	1,442.71
V0397--KAITLYN O'NEIL	500.00
V0398--LAMETTI & SONS INC	3,200.00
V0399--LUMEN-CENTURY LINK	551.25
V0400--TWIN TOWN DEMOLITION LLC	2,944.47
V0401--ZAYO GROUP LLC	3,090.35
	<b>113,283.03</b>

## Item 6: Bills to be Paid Page 2 of 2

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## COON CREEK WATERSHED DISTRICT

### Request for Board Action

**MEETING DATE:** August 25, 2025  
**AGENDA NUMBER:** 7  
**ITEM:** Order Public Hearing on Draft 2026 Operating Budget

**AGENDA:** Policy

#### ACTION REQUESTED

1. Review, comment, and correct budget
2. Approve Draft 2026 Budget for public hearing on September 8, 2025

#### PURPOSE AND SCOPE

This item pertains to

1. Approval of the Draft operating budget for 2026
2. The ordering of a public hearing on September 9 on the proposed 2025 budget

#### BACKGROUND

In March the Board adopted a calendar and process for developing the 2026 budget. The process involves three phases: analysis of the parts, fine-tuning of the whole, and review and adoption of the final.

Attached is the first draft of the entire budget and the start of phase 2 of the budget process: Fine Tuning.

Revenues	2023 Actual	2024 Actual	2025 Budget	2025 Projected	2026 Prelim	% Chg
<b>Fund Balance January 1</b>	<b>2,099,223</b>	<b>1,674,493</b>	<b>3,256,811</b>	<b>3,256,811</b>	<b>2,808,245</b>	
Property Tax	3,187,821	4,935,534	6,189,240	6,189,240	6,924,414	11.555%
Fees & Charges	530,203	200,082	298,423	200,000	180,573	
Grants & Intergovernmental	260,511	242,898	2,158,208	1,049,004	2,372,179	
Other Revenue	26,963	206,108	115,000	115,000	180,000	
Fund Balance Used	342,274	48,824	40,225	40,225	727,396	
	4,347,772	5,633,446	8,801,096	7,593,469	10,384,562	
<b>Total Funds Available</b>	<b>6,104,721</b>	<b>7,259,115</b>	<b>12,017,682</b>	<b>10,810,055</b>	<b>12,465,411</b>	
<b>Expenditures</b>						
Salaries & Benefits	1,772,946	1,944,669	2,414,928	2,414,928	2,711,665	
Professional Services	363,632	300,368	489,487	489,487	527,084	
Operating Expenses	204,221	185,488	317,242	315,000	370,499	
Program Costs	2,196,554	1,460,107	5,789,607	5,781,657	6,704,314	
Capital Costs	31,395	111,672	198,174	198,174	71,000	
	4,568,748	4,002,304	9,209,437	9,199,246	10,384,562	
<b>Fund Balance December 31</b>	<b>1,535,973</b>	<b>3,256,811</b>	<b>2,808,245</b>	<b>1,610,809</b>	<b>2,080,849</b>	
Rev - Exp	(220,976)	1,631,142	(408,341)	(1,605,777)	(0)	

## ISSUES/CONCERNS/OPPORTUNITIES

1. **Impact of Proposed Property Tax Levy:** The payment of homes of various values are shown. The impact is a 11.9% tax increase is shown below

Note: Market value and taxable value are different. Market value, on the other hand, is based on the current real estate market and is used by consumers when buying or selling property. The assessed value is used to calculate property taxes, and it's based on a set of guidelines that determine the value of the property.

Per Home Value	2024	2025	2026
\$ 150,000	27.45	33.29	36.58
\$ <b>200,000</b>	36.60	44.38	48.77
\$ 250,000	45.75	55.48	60.97
\$ <b>300,000</b>	54.90	66.57	73.16
\$ 350,000	64.05	77.67	85.35
\$ <b>400,000</b>	73.20	88.76	97.55
\$ 450,000	82.35	99.86	109.74
\$ <b>500,000</b>	91.50	110.95	121.93

2. **Technical Advisory Committee Comments:** The TAC met Thursday August 14. The DRAFT 2026 Budget was on the agenda. No comments were received.
3. **Citizen Advisory Committee:** The Citizen Advisory Committee met on August 13. Only one comment was received relative to not levying enough.
4. **Next Steps:** This draft serves to end phase 3 (the review correct and refine stage) of the annual Budget process. The phase officially ends with the Board approval of a Draft Budget, Notice of Public Hearing and adoption of the budget at the September 8 Board meeting.

## IMPLICATIONS

- The budget as proposed allows
  - The District to maintain services and address the water quality issues.
- Any comments or corrections acted on by the Board tonight will be included in the budget heard on September 8.

## CONCLUSIONS

The proposed budget provides the District with the minimum capacity and capability to fulfill its legislative obligations and pursue achievement of the TMDLs.

## RECOMMENDATION

- 1) Review and discuss the Draft 2026 budget

- 2) Direct staff to publish notice of public hearing on the proposed 2026 operating and capital budget

## Proposed Revenues

Code	Prepared 7/24/2025 14:04	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2025 Projected	Current	2026 Change	Request	Change 25-26
	<b>Property Taxes</b>									
41101	Administrative Levy								(35)	Adj to bal
41102	Insurance Levy									
41103	MWMA Levy	2,691,777	3,187,281	4,965,765	6,207,206	6,207,206	6,207,206	717,243	6,924,449	11.555%
41104	Survey & Data Levy									
41105	Maintenance Levy									
	<b>Total Property Taxes</b>	<b>2,691,777</b>	<b>3,187,281</b>	<b>4,965,765</b>	<b>6,207,206</b>	<b>6,207,206</b>	<b>6,207,206</b>	<b>717,243</b>	<b>6,924,414</b>	<b>11.554%</b>
	<b>Fees &amp; Charges</b>									
52226	Application Fees	1,820	1,850	640	850	500	850	(350)	500	
53191	Review & Inspect Fees	420,966	550,368	297,500	297,500	175,000	297,500	(117,427)	180,073	
	<b>Total Fees</b>	<b>422,786</b>	<b>552,218</b>	<b>298,140</b>	<b>298,350</b>	<b>175,500</b>	<b>298,350</b>	<b>(117,777)</b>	<b>180,573</b>	<b>-39%</b>
	<b>Grants</b>									
55190	WCA Admin	9,224	9,212	7,396	10,000	8,000	8,000	(500)	7,500	
55190	G20-001 BWSR CWF CCPSR	197,500	-	-	-	-	-	-	-	
55190	G19-005 BWSR CWF MSCCR	38,277	-	-	-	-	-	-	-	
55190	G21-001 BWSR CWF Aurelia Park	-	38,771	-	-	-	-	-	-	
55190	G22-001 319 Pet Waste Sand Creek	7,028	7,028	13,002	23,135	23,135	-	-	-	
55190	G23-001 319 NKE Sand & Coon Creek	-	-	-	160,353	288,635	-	-	-	
55190	G21-002 BWSR CWF PCSIESF	132,000	33,000	-	-	-	-	-	-	
55190	G22-002 BWSR CWF ECIESF	172,500	172,500	-	34,500	34,500	-	-	-	
55190	G22-003 BWSR CWF WBIF-Retrofits	108,189	-	-	86,551	86,551	86,551	(64,913)	21,638	
55190	G24-001 BWSR CWF WBIF LCCCR	-	-	222,500	-	222,500	-	-	-	
55190	G25-001 BWSR CWF Bridgewater	-	-	-	-	312,500	312,500	-	312,500	
55190	G25-002 BWSR WBIF Xeon Blvd	-	-	-	-	73,183	73,183	-	73,183	
55190	G26-xxx 319 NKE AOP Ph II	-	-	-	-	-	-	310,191	310,191	
	<b>Task Force Funding</b>									
	D17 Implementation	-	-	-	142,400	-	142,400	-	142,400	
	PC Implementation	-	-	-	618,284	-	108,684	-	108,684	
	D39 Implementation	-	-	-	1,082,985	-	656,083	715,000	1,371,083	
	Xeon AOP Ph 2	-	-	-	-	-	-	25,000	25,000	
	<b>Total Grants</b>	<b>664,718</b>	<b>260,511</b>	<b>242,898</b>	<b>2,158,208</b>	<b>1,049,004</b>	<b>1,387,401</b>	<b>984,778</b>	<b>2,372,179</b>	<b>10%</b>
	<b>Other Revenue</b>									
56101	<b>Interest Income</b>	<b>25,926</b>	<b>26,963</b>	<b>198,713</b>	<b>115,000</b>	<b>175,000</b>	<b>115,000</b>	<b>65,000</b>	<b>180,000</b>	<b>57%</b>
	<b>Fund Balances &amp; Other</b>									
	Building	-	-	-	-	-	-	-	-	
	AIS Rapid Response	40,000	40,000	40,000	40,000	40,000	40,000	-	40,000	
	Illicit Discharge Detection	225	225	225	225	225	225	-	225	
	Fund Equity Balance	40,225	347,077	98,059	-	900,700	687,171	-	687,171	
	<b>Ditch Fund Balances</b>									
	Ditch 54	-	-	-	-	-	-	-	-	
	Other Fund Balances	-	-	-	-	-	-	-	-	
	<b>Total Fund Balances</b>	<b>80,450</b>	<b>387,302</b>	<b>138,284</b>	<b>40,225</b>	<b>940,925</b>	<b>727,396</b>	<b>-</b>	<b>727,396</b>	<b>-23%</b>
	<b>TOTAL REVENUE</b>	<b>3,885,657</b>	<b>4,414,275</b>	<b>5,843,800</b>	<b>8,818,989</b>	<b>8,547,635</b>	<b>8,735,353</b>	<b>1,649,244</b>	<b>10,384,562</b>	<b>0</b>

Item 7: Initial Preliminary Rough Draft 2025 Budget, Page 4 of 6

Code	Prepared 7/8/2025 11:17	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2025 Projected	Current	2026 Change	Request	Change 25-26
<b>Salaries &amp; Benefits</b>										
60110	Salaries	\$ 1,164,379	\$ 1,330,378	1,448,994	1,608,391	1,608,391	1,672,727	205,968	1,878,695	17%
60260	Temporary Salaries-Students	\$ 17,129	\$ -	39,000	42,349	42,349	44,043	490	44,533	5%
60713	HSA Payment	\$ 6,762	\$ 14,466	15,117	162,600	162,600	169,104	(76,889)	92,215	-43%
60714	Health Insurance	\$ 121,640	\$ 208,094	235,020	314,000	314,000	326,560	39,560	366,120	17%
60715	Life Insurance	\$ 300	\$ 512	526	2,760	2,760	2,870	74	2,944	7%
60716	Social Security (FICA)	\$ 89,075	\$ 102,845	114,673	127,200	127,200	132,288	15,757	148,045	16%
60717	Retirement (PERA)	\$ 84,418	\$ 96,674	107,880	119,679	119,679	124,466	14,968	139,434	17%
60720	Dental Insurance	\$ 5,580	\$ 7,605	7,605	13,950	13,950	14,508	372	14,880	7%
60721	LTD Insurance	\$ 1,048	\$ 1,422	1,790	12,000	12,000	12,480	320	12,800	7%
60855	Board & Advisory Expenses	\$ 9,617	\$ 10,950	11,000	12,000	12,000	12,480	(480)	12,000	0%
<b>Total Salaries &amp; Benefits</b>		<b>1,499,948</b>	<b>1,772,946</b>	<b>1,981,605</b>	<b>2,414,929</b>	<b>2,414,929</b>	<b>2,511,526</b>	<b>200,139</b>	<b>2,711,665</b>	<b>12%</b>
<b>Professional Services</b>										
63010	GIS Services	104,837	111,700	117,286	139,111	139,111	144,675	5,564	150,240	8%
63052	Abdo	5,050	5,252	20,000	69,575	107,575	111,878	(12,278)	99,600	43%
63052	Audit	11,960	12,438	13,927	13,927	22,761	14,484	10,553	25,037	80%
63066	IT Services	47,250	58,336	64,810	81,031	80,200	84,272	3,695	87,967	9%
63246	Engineering Services	718,279	143,758	121,000	89,100	95,000	92,664	11,836	104,500	17%
63453	Legal Services	52,000	54,080	55,702	60,000	58,000	62,400	(2,660)	59,740	0%
<b>Total Professional Services</b>		<b>939,376</b>	<b>385,564</b>	<b>392,725</b>	<b>452,744</b>	<b>502,647</b>	<b>510,374</b>	<b>16,710</b>	<b>527,084</b>	<b>16%</b>
<b>Operating Expenses</b>										
61101	Small Equipment (furn/off/comp/misc)	23,505	18020	37203	39,500	39,500	41,080	10,720	51,800	31%
61102	Printing	-	0	4040	4,000	3,600	4,160	(452)	3,708	-7%
61105	Cleaning & Janitorial Supp	10,062	15,487	16,222	16,867	16,867	17,542	(169)	17,373	3%
61110	Gasoline/Oil/License	15,025	16,377	17,377	16,000	16,000	16,640	360	17,000	6%
61149	Gen'l Supplies (office)	18,914	19,031	20,033	10,632	10,632	11,057	-	11,057	4%
61249	R&M Phone Hardware	3,000	2,350	3,450	3,050	2,750	3,172	228	3,400	11%
61250	R&M Buildings	12,205	15,166	22,412	24,480	24,480	25,459	234	25,693	5%
61251	R&M Office Machine & Equip	1,046	3,588	5,900	13,480	13,480	14,019	4,126	18,145	35%
61263	R&M Security	1,030	1,071	1,125	2,665	2,665	2,772	(31)	2,741	3%
61354	Training & Conferences-Board/Other	2,352	2,000	500	300	300	312	38	350	17%
61355	Training & Conferences-Staff Dev	11,356	13,214	10,620	18,956	16,525	19,714	(3,909)	15,805	-17%
61475	Mileage	2,718	2,827	683	630	630	655	6	662	5%
61476	Other Travel Exp, Parking	-	40	40	40	40	42	(2)	40	0%
61477	Meals & Staff Enrichment	2,000	1,750	2,965	4,300	4,150	4,472	(722)	3,750	-13%
61552	Bank Charges	732	761	799	1,118	1,118	1,163	11	1,174	5%
61557	Dues & Memberships	10,529	15,650	17,000	28,155	28,295	29,281	2,834	32,115	14%
61558	Advertising	1,574	1,637	1,650	1,000	600	1,040	(390)	650	-35%
61559	Subscriptions & Publications	1,485	2,744	4,243	9,335	9,335	9,708	1,715	11,423	22%
61575	Books & Software	7,765	19,398	33,558	41,784	41,784	43,455	30,995	74,450	78%
61810	Misc & Contingency	-	-	-	1,750	1,150	1,820	(70)	1,750	0%
62119	Web Site Server	889	1,000	1,995	1,890	1,890	1,966	19	1,985	5%
62124	Leases & Rentals	5,594	5,818	8,292	8,347	4,747	8,681	(3,877)	4,804	-42%
62225	Utilities-Heat/Natural Gas	2,405	2,501	2,626	2,916	2,916	3,033	58	3,091	6%
62226	Utilities-Electric	5,287	6,258	5,696	5,808	5,808	6,040	66	6,106	5%
62228	Utilities-Waste/Recycle Disposal	1,046	1,300	1,418	1,674	1,674	1,741	33	1,774	6%
62229	Phones	15,200	17,884	18,778	18,360	17,000	19,094	(1,244)	17,850	-3%
62231	Postage	987	1,027	975	526	500	547	(13)	535	2%
62273	Cable	7,005	7,285	7,649	7,020	6,800	7,301	(297)	7,004	0%
62370	Insurance-Liability	16,624	9,500	19,425	15,272	12,667	15,883	(2,709)	13,174	-14%
62372	Insurance-Property	1,004	4,700	4,935	9,304	9,133	9,676	(269)	9,407	1%
62373	Insurance-Work Comp	5,228	5,437	5,709	10,409	10,056	10,825	(367)	10,458	0%
62374	Insurance-Vehicles	941	1,135	1,192	1,277	1,190	1,328	(102)	1,226	-4%
<b>Total Operating Expenses</b>		<b>187,508</b>	<b>214,956</b>	<b>278,510</b>	<b>320,845</b>	<b>308,282</b>	<b>333,679</b>	<b>26,552</b>	<b>370,499</b>	<b>15%</b>
<b>Program Costs</b>										
<b>Administration</b>										
61148	Field Supplies-ADM	500	735	750	750	750	788	(38)	750	0%
<b>Watershed Development</b>										
61549	Illicit Discharge Detection	800	850	900	900	900	900	-	900	0%
61549	Groundwater-Surface Water Dewatering Study	-	-	15,000	-	-	-	-	-	#DIV/0!
63246	District Rule Amendment	-	-	-	7,950	-	-	7,950	7,950	0%
63246	BMP Standards	-	-	-	-	-	-	11,236	11,236	#DIV/0!
63246	Engineering Standards	-	-	-	-	-	-	13,250	13,250	#DIV/0!
63246	Engineering	-	-	400,000	350,000	350,000	367,500	-	367,500	5%
61148	Field Supplies-WD	500	950	500	600	600	630	(3)	627	5%
<b>Planning &amp; Special Studies</b>										
63246	Boundary Adjustments	3,500	3,500	3,000	-	-	-	-	-	#DIV/0!
63246	Water Quality Model	-	70,000	-	210,000	210,000	220,500	(220,500)	-	-100%
63246	Model Updates	-	-	50,000	53,000	53,000	55,650	(2,650)	53,000	0%
63246	Watershed Modeling Pilot Upgrade	6,490	20,800	-	101,482	101,482	106,556	(106,556)	0	-100%
63246	Infiltration Study	-	-	-	-	-	-	40,000	40,000	#DIV/0!
63246	Aquatic Organism Passage Enhanc Ph 2	-	-	75,000	-	-	-	-	-	#DIV/0!
63246	Subwatershed Planning/Assessments	-	-	228,000	130,000	130,000	136,500	(136,500)	-	-100%
63246	Subwatershed Feasibility Designs	-	-	-	120,000	120,000	126,000	(126,000)	-	-100%
63246	Channel Geomorphic Analysis	-	-	-	79,500	79,500	83,475	(83,475)	-	-100%
63246	Drainage Atlas	-	-	-	7,950	7,950	8,348	(8,348)	-	-100%
63246	Water Quantity Study	-	-	-	26,500	26,500	27,825	(27,825)	-	-100%
63246	D37 Plan Implementation	-	-	-	-	-	-	45,000	45,000	#DIV/0!
63246	Economic Water Resource Study	-	-	125,000	-	-	-	-	-	#DIV/0!
61549	MN Stormwater Research Council-Partner Funding	-	-	10,000	-	-	-	-	-	#DIV/0!
61549	Groundwater Study/Assessment	-	-	5,000	90,000	90,000	94,500	5,500	100,000	11%

Item 7: Initial Preliminary Rough Draft 2025 Budget, Page 5 of 6

Prepared Code	7/8/2025 11:19	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2025 Projected	Current	2026 Change	Request	Change 25-26
<b>Operations &amp; Maintenance</b>										
63246	Engineering/Feasibility Studies	-	30,000	30,000	31,800	31,800	33,390	318	33,708	6%
63246	AOP Crossing Enhancement	-	-	-	79,500	79,500	83,475	(83,475)	-	-100%
63246	CC Restoration 131st to Main	-	-	-	106,000	106,000	111,300	(111,300)	-	-100%
63246	University Ave Pond Retrofit	-	-	-	51,100	51,100	53,655	(53,655)	-	-100%
63246	Woodbridge Channel Improvement	-	-	-	100,000	100,000	105,000	(105,000)	-	-100%
63246	Flood Mitigation	-	-	-	-	-	-	50,000	50,000	#DIV/0!
63246	Develop Standards Project Specification	-	-	-	-	-	-	14,326	14,326	#DIV/0!
632469	Asset Registry	-	-	-	-	-	-	8,427	8,427	#DIV/0!
63246	BMP Revitalization	-	-	-	-	-	-	7,000	7,000	#DIV/0!
63246	SQT Pilot	-	-	-	-	-	-	79,500	79,500	#DIV/0!
63595	Bank Repair & Stabilization	593,050	58,240	125,000	152,375	152,375	159,994	1,524	161,518	6%
61251	Ditch Repair & Maintenance	58,000	137,280	10,000	53,000	53,000	55,650	(5,650)	50,000	-6%
61549	Non Routine Maintenance	56,000	88,400	96,000	101,760	101,760	106,848	1,018	107,866	6%
61148	Field Supplies-O&M	600	4,625	1,400	1,500	1,500	1,575	(75)	1,500	0%
<b>Water Quality</b>										
61549	AIS Rapid Response	-	5,000	20,000	21,200	21,200	22,260	(2,260)	20,000	-6%
61549	Lake Plan Implementation	2,776	2,887	5,000	5,300	5,300	5,565	53	5,618	6%
61549	Monitoring	96,400	99,746	110,489	117,118	117,118	122,974	1,171	124,145	6%
61549	WQ Cost Share Program	76,000	75,000	215,000	290,000	290,000	304,500	(14,500)	290,000	0%
61549	Groundwater-Surface Water Chlorides Pilot	-	-	35,000	74,412	74,412	78,133	30,359	108,492	46%
63246	Biomonitoring	-	-	-	32,000	32,000	33,600	(33,600)	-	-100%
63246	Pond Performance Evaluation	-	-	-	5,000	5,000	5,250	(5,250)	-	-100%
61549	Leaky Sanitary Sewer Investigation	-	-	-	-	-	-	84,270	84,270	#DIV/0!
61549	Street Sweeping Testing	-	-	15,000	-	-	-	-	-	#DIV/0!
61549	Contaminants of Emerging Concern Ph II	-	-	50,000	-	-	-	50,000	50,000	#DIV/0!
61549	Winer Chloride Monitoring	-	-	6,000	-	-	-	-	-	#DIV/0!
61148	Field Supplies-WQ	3,666	7,547	2,566	3,950	3,950	4,148	(798)	3,350	-15%
<b>Waters Restoration &amp; Protection</b>										
63246	AOP Enhancement Ph II	-	-	-	-	-	-	500,000	500,000	#DIV/0!
61549	PC MNDot Pond Outlet Modification	-	-	21,000	-	-	-	-	-	#DIV/0!
61549	Springbrook Nature Center Outlet Mod	-	-	22,500	-	-	-	-	-	#DIV/0!
63595	Sand Creek AOP Crossing Ehanc @ Xeon	-	-	115,000	-	-	-	171,366	171,366	#DIV/0!
63595	CRD Reg Park LCC Corridor Restoration-Expansion	-	-	440,000	695,000	695,000	729,750	(729,750)	-	-100%
61549	Springbrook Cr Subwatershed plan impl	-	-	90,000	252,700	252,700	265,335	(122,935)	142,400	-44%
61549	Pleasure Cr Subwatershed plan impl	-	-	87,500	809,810	809,810	850,301	(741,617)	108,684	-87%
63246	Subwatershed Plan-D39 impl	-	-	-	1,482,500	1,482,500	1,556,625	1,411,958	2,968,583	100%
63246	Subwatershed Plan-D60 impl	-	-	-	-	-	-	800,000	800,000	#DIV/0!
<b>Public &amp; Government Relations</b>										
61549	Springbrook I&E Implementation	-	-	69,900	-	-	-	-	-	#DIV/0!
61549	Targeted Pleasure Cr I&E Implementation	-	-	19,900	-	-	-	-	-	#DIV/0!
61549	NKE Sand Creek Trail Audience Survey	-	-	15,000	-	-	-	-	-	#DIV/0!
61549	Subwatershed I & E	-	-	-	-	-	-	20,000	20,000	#DIV/0!
61549	Website Updates	-	-	-	3,600	3,600	3,780	(3,780)	-	-100%
61549	Digital Communications	-	-	-	7,700	7,700	8,085	1,915	10,000	30%
61549	Creek/Ditch Signage	-	-	11,000	3,500	3,500	3,675	(175)	3,500	0%
61549	Audience Community Survey	24,050	26,000	28,393	35,000	35,000	36,750	8,250	45,000	29%
61549	Interactive Educational Displays	-	-	-	35,000	35,000	36,750	(1,750)	35,000	0%
61549	Water Education Grants	4,250	3,745	3,867	4,000	4,000	4,200	(200)	4,000	0%
61549	Newsletter Communications	-	-	-	25,000	25,000	26,250	(1,250)	25,000	0%
61549	Sponsorships	-	-	1,750	2,100	2,100	2,205	(205)	2,000	-5%
61549	Adopt-A-Drain	6,500	6,864	6,000	5,500	5,500	5,775	(775)	5,000	-9%
61549	Pet Waste	17,500	18,000	10,288	21,000	21,000	22,050	(1,050)	21,000	0%
61148	Field Supplies-PGA	2,444	6,614	3,815	2,550	2,550	2,678	172	2,850	12%
<b>Total Program Costs</b>		<b>953,026</b>	<b>666,783</b>	<b>2,580,518</b>	<b>5,789,607</b>	<b>5,781,657</b>	<b>6,070,696</b>	<b>633,618</b>	<b>6,704,314</b>	<b>16%</b>
<b>Capital Costs</b>										
65180	Building Improvements	-	8,000	97,350	74,846	65,846	-	9,000	9,000	-88%
65180	~Landscaping	-	-	-	-	-	-	-	-	
65180	~HexPave	-	-	-	-	-	-	-	-	
65180	~Netting	-	-	-	-	-	-	-	-	
65180	~Bath sinks/counters	-	-	-	-	-	-	9,000	-	
65230	Monitoring & Field Equipment	-	13,795	14,000	54,828	54,828	-	-	-	-100%
65230	~Backpack electrofisher	-	-	-	-	-	-	-	-	
65230	~GNSS Receiver	-	-	-	-	-	-	-	-	
65250	Vehicle	55,000	-	-	41,500	41,500	-	47,000	47,000	13%
65340	Office Furniture & Fixtures	-	-	16,000	-	-	-	-	-	#DIV/0!
65380	Computers & Equipment	11,100	-	-	12,000	21,000	-	-	-	-100%
65390	Software-Website migration	-	-	29,358	15,000	22,500	-	15,000	15,000	0%
<b>Total Capital Costs</b>		<b>66,100</b>	<b>21,795</b>	<b>156,708</b>	<b>198,174</b>	<b>205,674</b>	<b>-</b>	<b>71,000</b>	<b>71,000</b>	<b>-64%</b>
<b>TOTAL EXPENSES</b>										
		<b>3,645,958</b>	<b>3,062,044</b>	<b>5,390,066</b>	<b>9,176,299</b>	<b>9,213,189</b>	<b>9,426,275</b>	<b>948,019</b>	<b>10,384,562</b>	

## NOTICE OF PROPOSED PROPERTY TAXES and BUDGET

The Board of Managers of the Coon Creek Watershed District will hold a public hearing on:

Monday, September 8, 2025

5:30 PM

Coon Creek Watershed District

13632 Van Buren St NE

Ham Lake, MN 55304

All residents of the Watershed District are invited to attend the public hearing on the proposed 2025 budget to express their opinions on the budget and the amount of property taxes the Board of Managers propose to collect to pay for District services to be provided in 2026. If the discussion on the budget cannot be completed, a time and place for continuing the discussion will be announced at the hearing. You are invited to send written comments to:

President

Coon Creek Watershed District

13632 Van Buren St NE

Ham Lake, MN 55304

<b>Revenues</b>	<b>2026</b>
Property Tax	\$6,924,414
Fees & Charges	180,573
Grants & Intergovernmental Funds	2,372,179
Other Revenue	180,000
Fund Balance	727,396
<b>Total Revenue</b>	<b>\$10,384,562</b>
<b>Expenditures</b>	
Salaries & Benefits	\$2,711,665
Professional Services	527,084
Operating Expenses	370,499
Program Costs	6,704,314
Capital Costs	71,000
<b>Total Expenditures</b>	<b>\$10,384,562</b>

**Permit Application Review Report**  
**Date: 8/20/2025**

**Board Meeting Date: 8/25/2025**  
**Agenda Item: 8**

Applicant/Landowner:

Dercon Construction Services  
Attn: Dean Marquette  
727 170th Ln NW  
Andover, MN 55304

Contact:

Classic Construction, Inc  
Attn: Kristin Erickson  
18542 NE Ulysses St  
East Bethel, MN 55011

**Project Name:** Dercon

**Project PAN:** P-25-022

**Project Purpose:** Construction of a new commercial building and associated stormwater treatment features

**Project Location:** North of 14941 Aberdeen Street, Ham Lake

**Site Size:** size of parcel - 1.31 acres; size of disturbed area - 1.26 acres; size of regulated impervious surface - 0.82 acres

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

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**Recommendation:** Approve with 2 Conditions and 4 Stipulations

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**Description:** The applicant is proposing the construction of a new commercial building, parking and stormwater treatment features. It will disturb 1.31 acres and create 0.82 acres of regulated impervious. The parcel drains toward County Ditch 59. The relevant water resource concerns are stormwater management and soils and erosion control which correspond to District Rules 3 and 4. See attached Figure 1: Project Location and Figure 2: Site Plan.

**Conditions to be Met Before Permit Issuance:**

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,630.00.

Rule 3.0 – Stormwater Management

2. 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. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)

2. 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.
3. Completion of post construction infiltration tests on Infiltration Basin P1 and P3 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.
4. 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.

**Exhibits:**

Exhibit Type	Exhibit Author	Signature Date	Received Date
Adjacent Property Figure	Plow Engineering Inc.	07/23/2025	07/25/2025
Soil Boring Test Report	Tradewell Soil Testing	06/10/2025	07/25/2025
MIDS Calculations	Plowe Engineering Inc.	06/24/2025	06/25/2025
Site Drainage Narrative & Calculations	Plowe Engineering Inc.	07/23/2025	07/25/2025
Construction Plans	Plowe Engineering Inc.	07/23/2025	07/25/2025

**Findings****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 1.31 acres (\$3,300.00). The applicant will be required to submit a performance escrow in the amount of \$2,630.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (1.26 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.

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)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Aberdeen St	0.14	0.14	0.47	0.45	1.51	1.5
150th Ave	0.44	0.1	1.27	0.26	3.75	0.69

**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 35,704 ft<sup>2</sup>.



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

<b>Drainage Area</b>	<b>Impervious required to be treated (ft<sup>2</sup>)</b>	<b>Proposed SMP</b>	<b>TP Removal Factor</b>	<b>Required Water Quality Volume (ft<sup>3</sup>)</b>	<b>Water Quality Volume Provided (ft<sup>3</sup>)</b>
Untreated A4	682	none	0	63	0
IB P3 (A3)	12,472	Infiltration Basin P3	1	114	1,629
IB P1 (A1)	22,550	Infiltration basin P1	1	2,067	3,194
<b>Totals:</b>	<b>35,704</b>			<b>3,273</b>	<b>4,823</b>

**Table 2.**

The following pretreatment has been provided:

<b>SMP ID</b>	<b>Pretreatment Device/Method</b>	<b>Percent TSS Removal</b>
Infiltration Basin P3	Rain Guardian	80
Infiltration Basin P1	Rain Guardian	80

**Table 3.**

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

Drainage Area A4 is a small portion of the driveway entrance that is unable to be routed to a treatment feature. The volume control standard has been met to the maximum extent practicable as shown in Table 2.

Water Quality: The total Water Quality Volume has been provided in aggregate.

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:

<b>Discharge Point</b>	<b>TSS Removal Provided</b>
150th Ave	0
Aberdeen St	100

**Table 4.**

The TSS removal standard is met at each discharge point as shown in Table 4.

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 or 1 foot above the emergency overflow. The lowest basement floor elevation proposed is 900 ft NAVD 88. The applicable 100-year high water levels are 898 and 897.5 ft NAVD 88 and the applicable emergency overflows are 898 and 897.5 ft NAVD 88. 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 59. The soils affected by the project is Cut/Fill which has a soil erodibility factor of 0.15 or greater. Disturbed areas are proposed to be stabilized within 24 hours, as required. The proposed erosion and sediment control plan includes perimeter control, street sweeping, stabilized construction entrance, and inlet protection. The erosion control plan meets District Requirements. The site does require an NPDES permit. See attached Figure 3: Soils and Erosion Control.

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

P25-022



Figure 1: Project Location

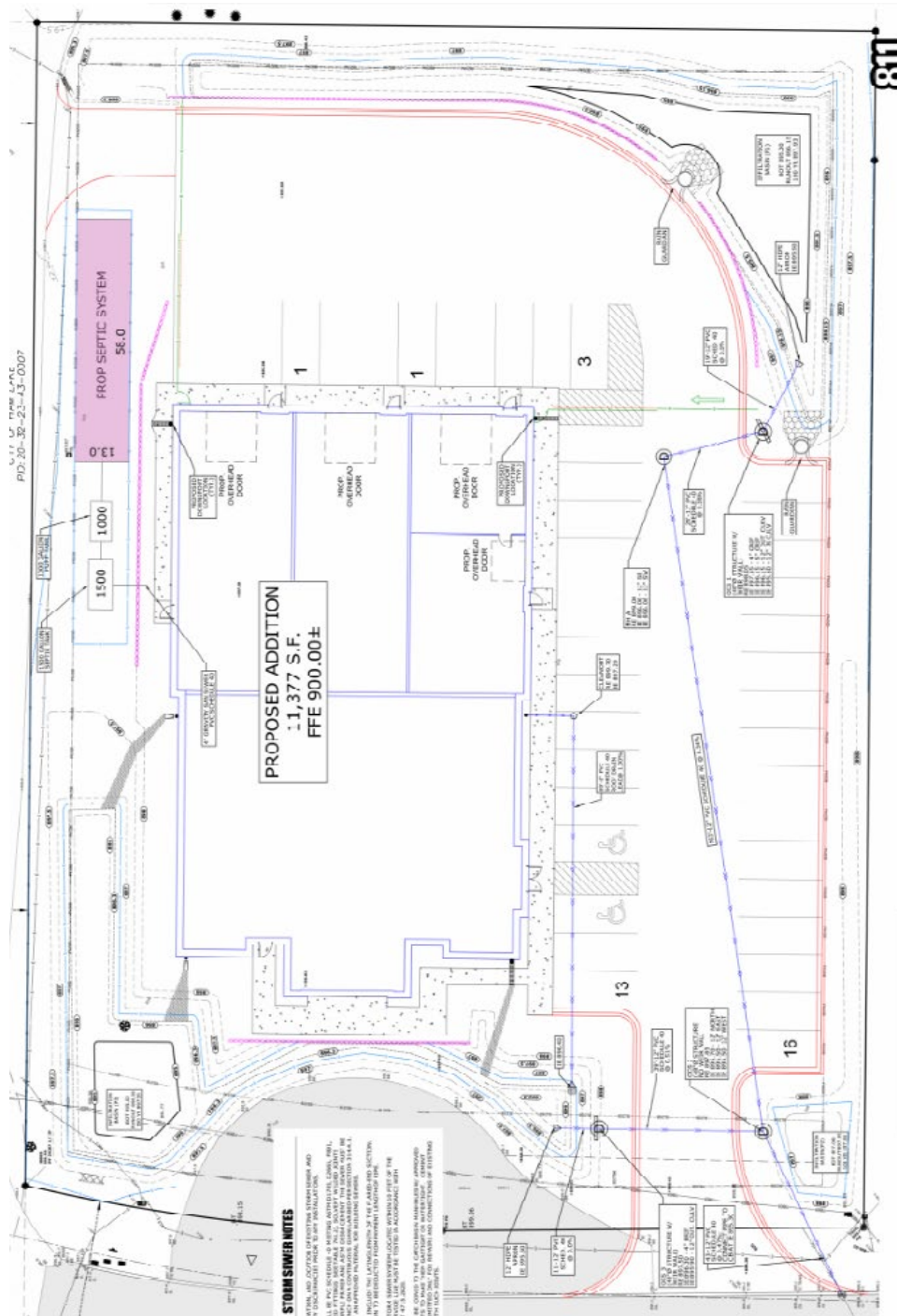
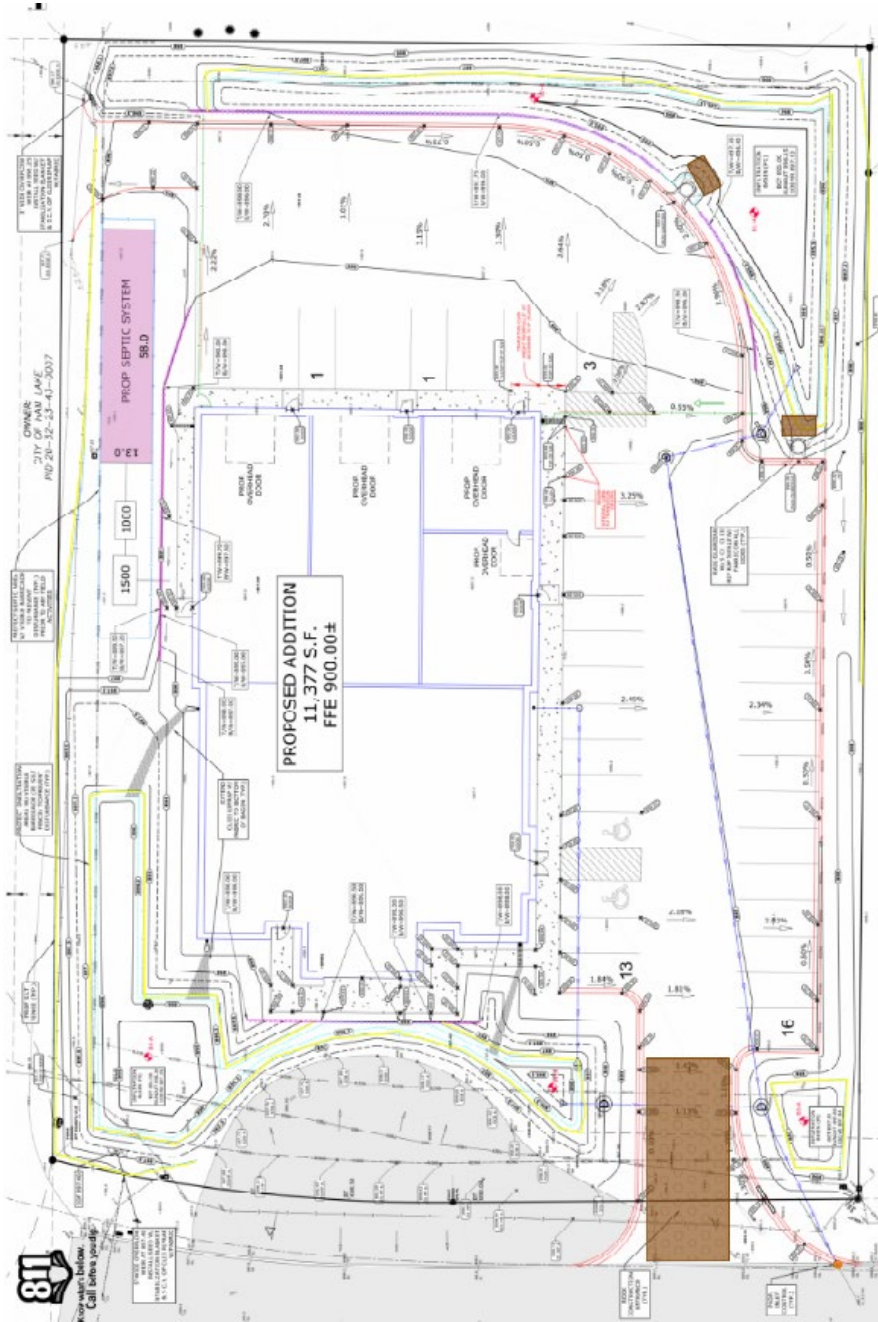


Figure 2: Site Plan\





### Figure 3: Soils and Erosion Control

**BOARD MEETING AGENDA**  
**Board Room**  
**Coon Creek Watershed District Offices**  
**Monday, August 25, 2025**  
**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 August 11, 2025**
- 6. Approve Bills for Payment**

**POLICY ITEMS**

- 7. Draft 2026 Operating Budget**

**PERMIT ITEMS**

- 8. P25-022 Dercon**
- 9. P25-029 MCES Sanitary Sewer Rehab (4-NS-525 P2)**
- 10: P25-017 Meadow Creek Church**

**DISCUSSION ITEMS**

**INFORMATIONAL ITEMS**

- 11: MAWA 2025 Annual Meeting on Resolutions and Petitions**

**ADJOURN**

**Permit Application Review Report**  
**Date: 8/20/2025**

**Board Meeting Date: 8/25/2025**  
**Agenda Item: 9**

Applicant/Landowner:

Metropolitan Council Environmental Services  
Attn: Craig Edlund  
390 North Robert St.  
St. Paul, MN 55101

Contact:

Foth  
Attn: Karen Erickson  
8550 Hudson Blvd. Ste 105  
St. Paul, MN 55042

**Project Name:** Coon Rapids 4-NS-525 Phase 2 Rehabilitation

**Project PAN:** P-25-029

**Project Purpose:** Sanitary sewer rehabilitation

**Project Location:** Project begins at 121st Avenue and extends southeast to US Highway 10, Coon Rapids

**Site Size:** size of parcel - 13.0 acres; size of disturbed area - 7.4 acres; size of regulated impervious surface - 0 acres

**Applicable District Rule(s):** Rule 2, Rule 4, Rule 5

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**Recommendation:** Approve with 2 Conditions and 1 Stipulation

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**Description:** Metropolitan Council Environmental Services is proposing the rehabilitation of deteriorated sanitary sewer from 121<sup>st</sup> Avenue southeast to Highway 10 in Coon Rapids. The project will rehabilitate the pipes by using cured in place methods. The project will disturb 7.4 acres and create no regulated impervious surface. The north half of the project drains to County Ditch 54 and the southern half of the project drains to Lower Coon Creek. The relevant water resource concerns are soils and erosion control and wetland which correspond to District Rules 4 and 5. See attached Figure 1: Project Location and Figure 2: Site Plan.

**Conditions to be Met Before Permit Issuance:**

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$5,700.00.

Rule 4.0 – Soils and Erosion Control

2. Revise the erosion and sediment control plan to include redundant perimeter control in any areas in which the disturbance is within 50ft of a waterbody.

**Stipulations:**

1. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)



**Exhibits:**

Exhibit Type	Exhibit Author	Signature Date	Received Date
Project Memo and Construction Plans	Foth	07/30/2025	07/30/2025

**Findings****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 \$5,700.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (7.4 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 it includes land disturbing activities of 1 acre or more.

The proposed project drains to County Ditch 54 and Lower Coon Creek. The soils affected by the project include Rifle, Alluvial Isanti, Markey, and Zimmerman which have a soil erodibility factor of 0.15 or greater. Disturbed areas are proposed to be stabilized within 24 hours, as required. The proposed erosion and sediment control plan includes street sweeping, stabilized construction entrances, and perimeter control. The plan does not include redundant perimeter control within 50 feet of waterbodies. The plan does not meet District requirements. The site does require an NPDES permit.

**Wetlands (Rule 5.0)**

Rule 5.0 applies to the proposed project because it includes activities which result in the filling, draining, excavating or other altering the hydrology of a wetland.

The applicant submitted a joint application form requesting a No Loss decision for temporary impacts on 07/31/2025. The application was noticed to the TEP on 8/01/2025. The comment period ends on 8/22/2025 and approval will be issued shortly after; no comments have been received and none are anticipated.

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

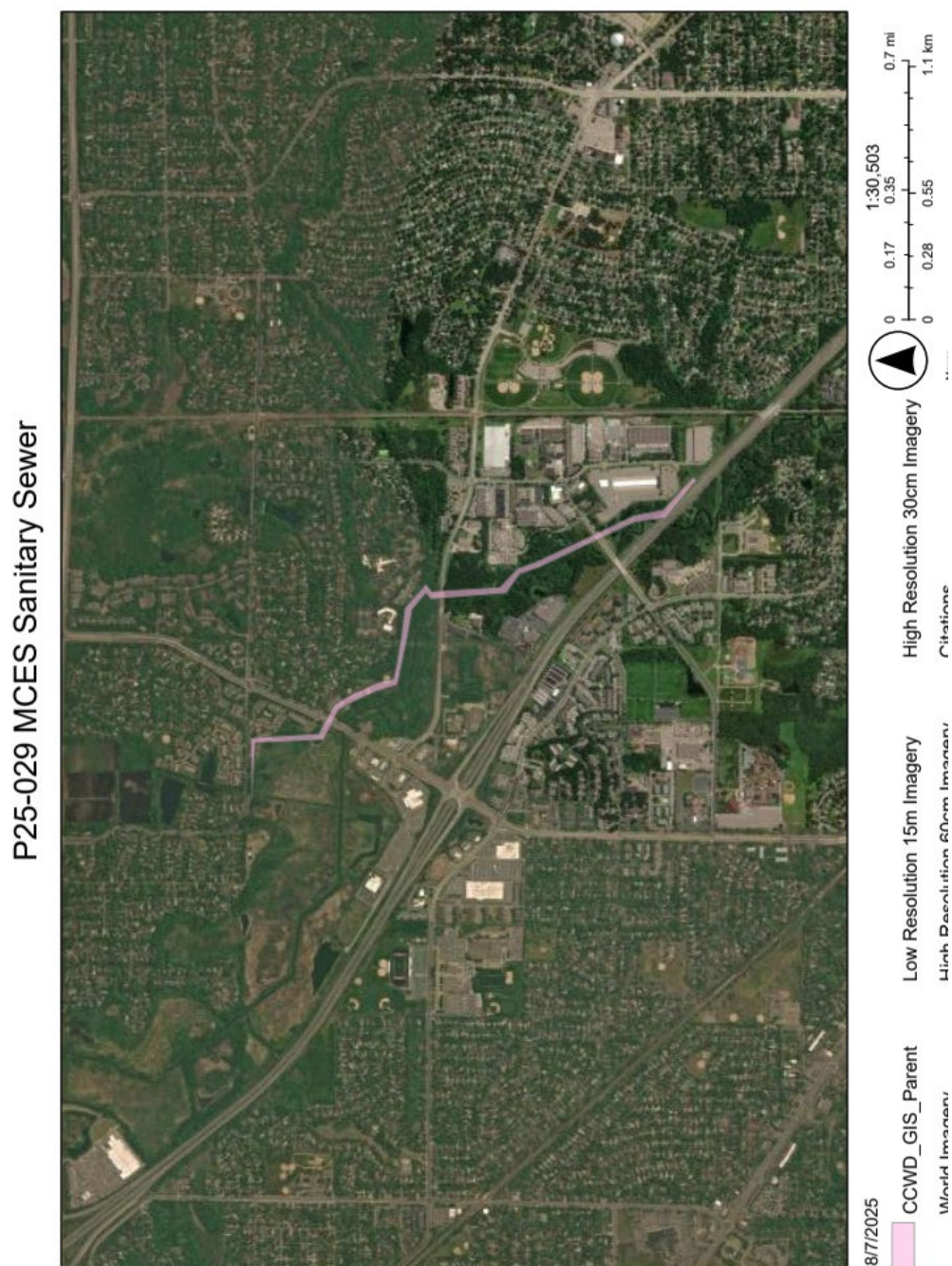


Figure 1: Project Location



Figure 2: Site Plan

**Permit Application Review Report**  
**Date: 8/20/2025**

**Board Meeting Date: 8/25/2025**  
**Agenda Item: 10**

Applicant/Landowner:

Legacy Christian Academy  
Attn: Jake Mulvihill  
3037 Bunker Lake Blvd NW  
Andover, MN 55304

Contact:

Meadow Creek Church  
Attn: Mike Hutton  
3061 Bunker Lake Blvd  
Andover, MN 55304

**Project Name:** Meadow Creek Church

**Project PAN:** P-25-017

**Project Purpose:** Construction of a new building and parking lot reconfiguration/reconstruction with utilities and associated stormwater treatment

**Project Location:** 3155 Bunker Lake Boulevard, Andover

**Site Size:** size of parcel - 4.87 acres; size of disturbed area – 5.5 acres; size of regulated impervious surface - 2.82 acres

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

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**Recommendation:** Approve with 2 Conditions and 3 Stipulations

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**Description:** The applicant is proposing the construction of a new building with associated parking lot reconstruction and reconfiguration with stormwater treatment features. The project will disturb 5.5 acres and create 2.9 acres of regulated impervious surface. The parcel drains toward County Ditch 54. The relevant water resource concerns are stormwater management and erosion and sediment control, which correspond to District Rules 3 and 4. See attached Figure 1: Project Location and Figure 2: Site Plan.

**Conditions to be Met Before Permit Issuance:**

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$4,750.00.

Rule 3.0 – Stormwater Management

2. 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. 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.

2. Completion of a post construction infiltration test on the Infiltration Basin 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. 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.

#### Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Construction Plans	Hakanson Anderson	07/28/2025	07/29/2025
Plat	Hakanson Anderson	07/24/2025	07/29/2025
Stormwater Management Plan	Hakanson Anderson	07/28/2025	07/29/2025
Report of Geotechnical Exploration	American Engineering Testing	06/23/2025	06/27/2025

## Findings

#### Fees and Escrows (Rule 2.7):

The applicant has submitted a \$4,510.00 application fee and deposit which corresponds with the nonrefundable application fee (\$10), base fee for a Commercial/Industrial Development project of greater than 4 acres (\$4,500.00). The applicant will be required to submit a performance escrow in the amount of \$4,750.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (5.5 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 A. Curve Numbers have been shifted down 1/2 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)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
East to Regional Pond	6.91	1.09	10.29	4.29	14.32	8.64
West to CSAH 116	0.9	0.66	1.35	1	2.93	2.03
West	0	0	0	0	0.05	0

**Table 1.**

#### Volume Control:

The application proposes redevelopment which disturbs more than 50% of the site or reconstructs more than 50% of the existing impervious surface, therefore the volume reduction requirement is equal to 1.1 inches over the area of all impervious surface including existing impervious surface that

is not proposed to be reconstructed. The amount of proposed impervious required to be treated is 122,731 ft<sup>2</sup>. The untreated areas P101 and P100 are portions of the drive entrances that cannot be routed to a treatment feature. This accounts for approximately 5% of the total impervious and does get treated by the regional pond on the adjacent parcel.

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

<b>Drainage Area</b>	<b>Impervious required to be treated (ft<sup>2</sup>)</b>	<b>Proposed SMP</b>	<b>TP Removal Factor</b>	<b>Required Water Quality Volume (ft<sup>3</sup>)</b>	<b>Water Quality Volume Provided (ft<sup>3</sup>)</b>
Untreated P101 & P100	5,745	none	0	527	0
Infiltration Basin	116,986	Infiltration Basin	1	10,724	11,822
<b>Totals:</b>	<b>122,731</b>			<b>11,250</b>	<b>11,822</b>

**Table 2.**

The following pretreatment has been provided:

<b>SMP ID</b>	<b>Pretreatment Device/Method</b>	<b>Percent TSS Removal</b>
CBMH 11	catch basin sump w/ preserver skimmer	100
CBMH 9	catch basin sump	98
CBMH 6A	catch basin sump	91
CBMH 6	catch basin sump w/ preserver skimmer	93
CBMH 5	catch basin sump	88
CBMH 4	catch basin sump	83
CBMH 1	catch basin sump w/ preserver baffle	81

**Table 3.**

Pretreatment is required to be designed such that the device/method 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 as shown in Table 2.

Water Quality: The total Water Quality Volume has been provided in aggregate.

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:

<b>Discharge Point</b>	<b>TSS Removal Provided</b>
East to regional pond	81
South to CSAH 116	0
West	100

**Table 4.**

The TSS removal standard is met at each discharge point to the maximum extent practicable as shown in Table 4.

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 878.7 ft NAVD 88. The applicable 100-year high water level is at 870.8 ft NAVD 88 and the applicable emergency overflow is at 870.8 ft NAVD 88. 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:** All proposed stormwater management practices will be maintained as part of standard municipal public work activities. Therefore, no maintenance agreement 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 54. The soils affected by the project are Nymore which does not 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, inlet protection, stabilized construction entrance, and street sweeping. The erosion control plan meets District Requirements. The site does require an NPDES permit and a copy was provided. See attached Figure 3: Soils and Erosion Control.

**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.

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P25-017 Meadow Creek Church

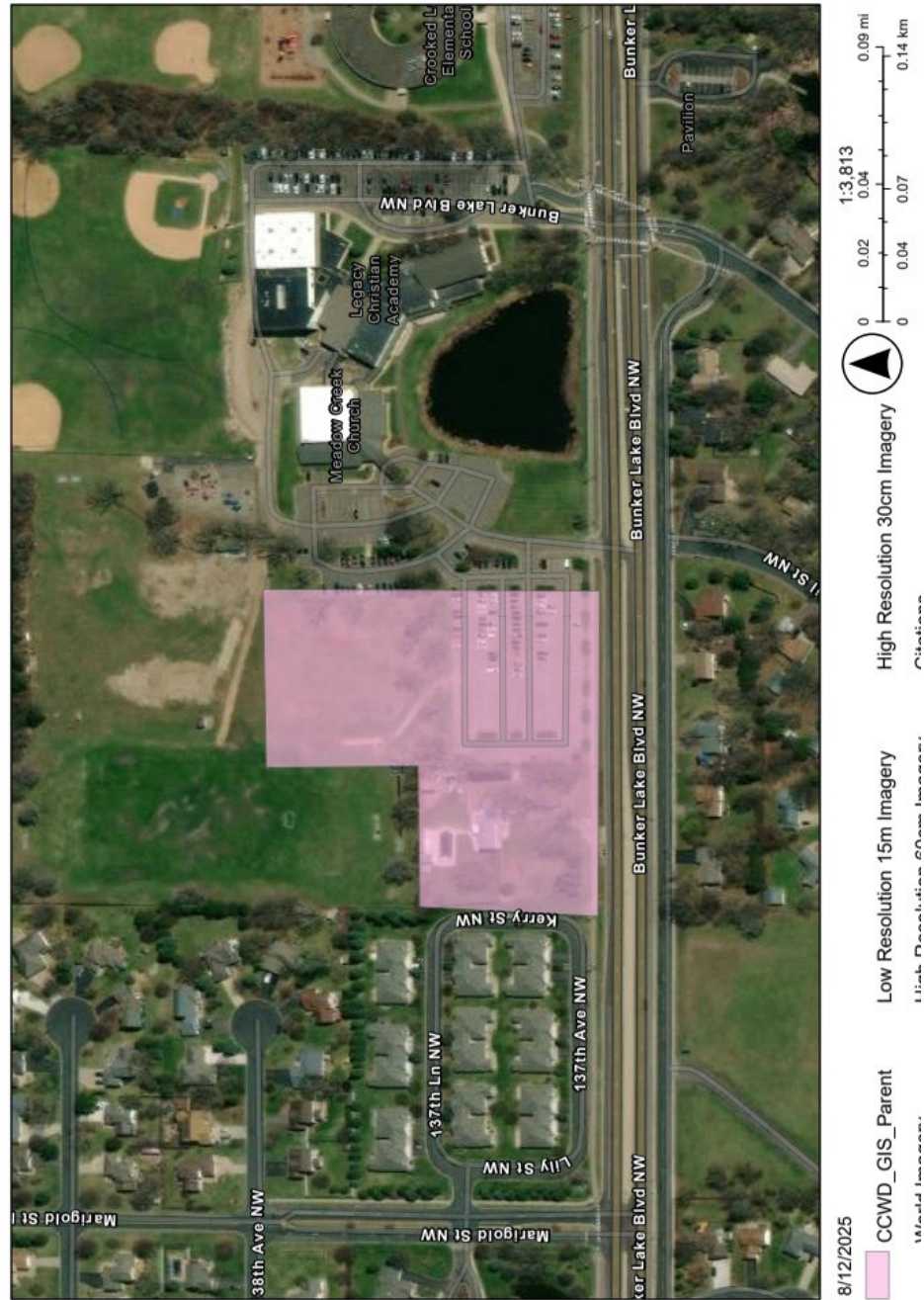


Figure 1: Project Location



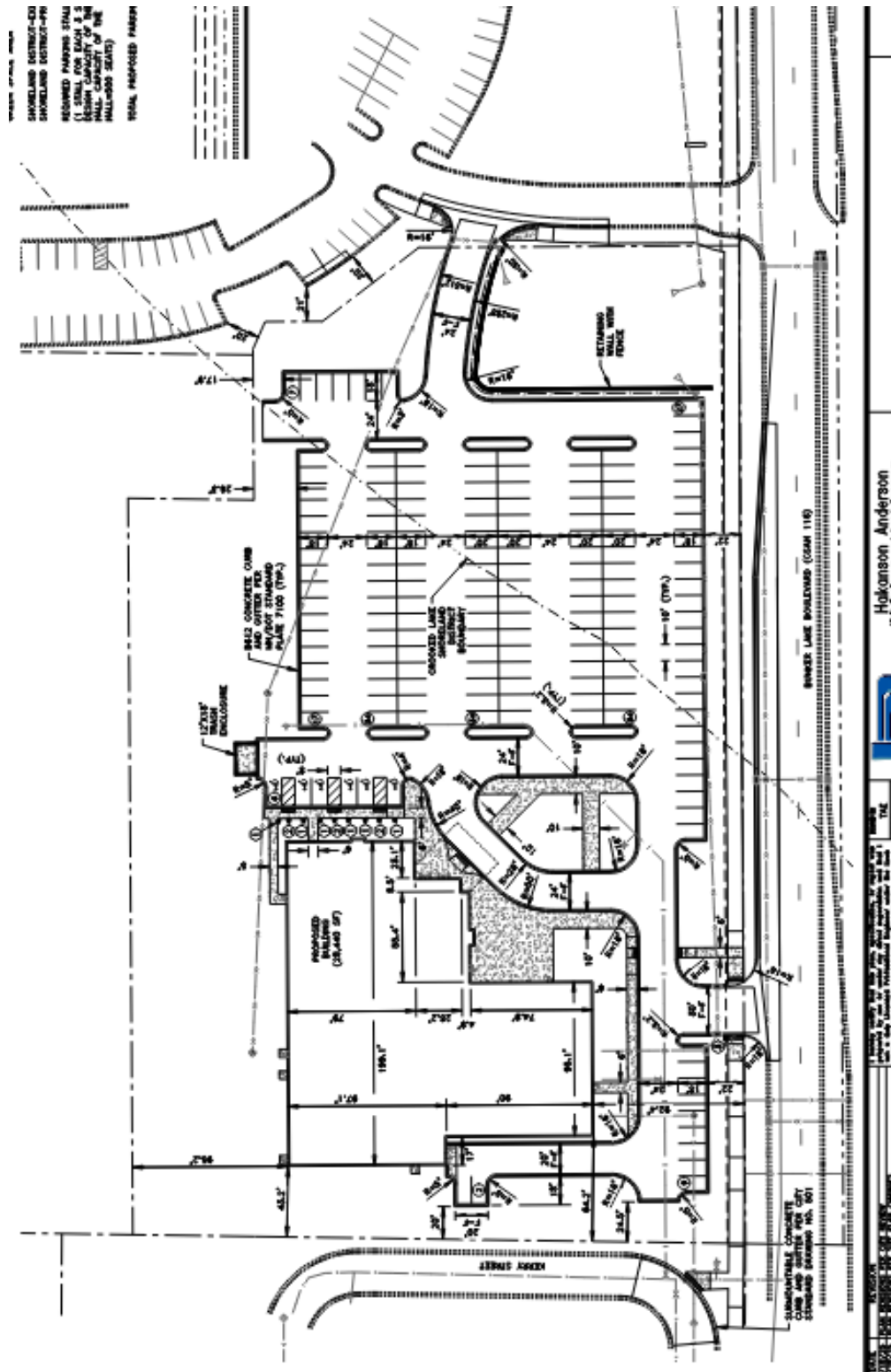


Figure 2: Site Plan

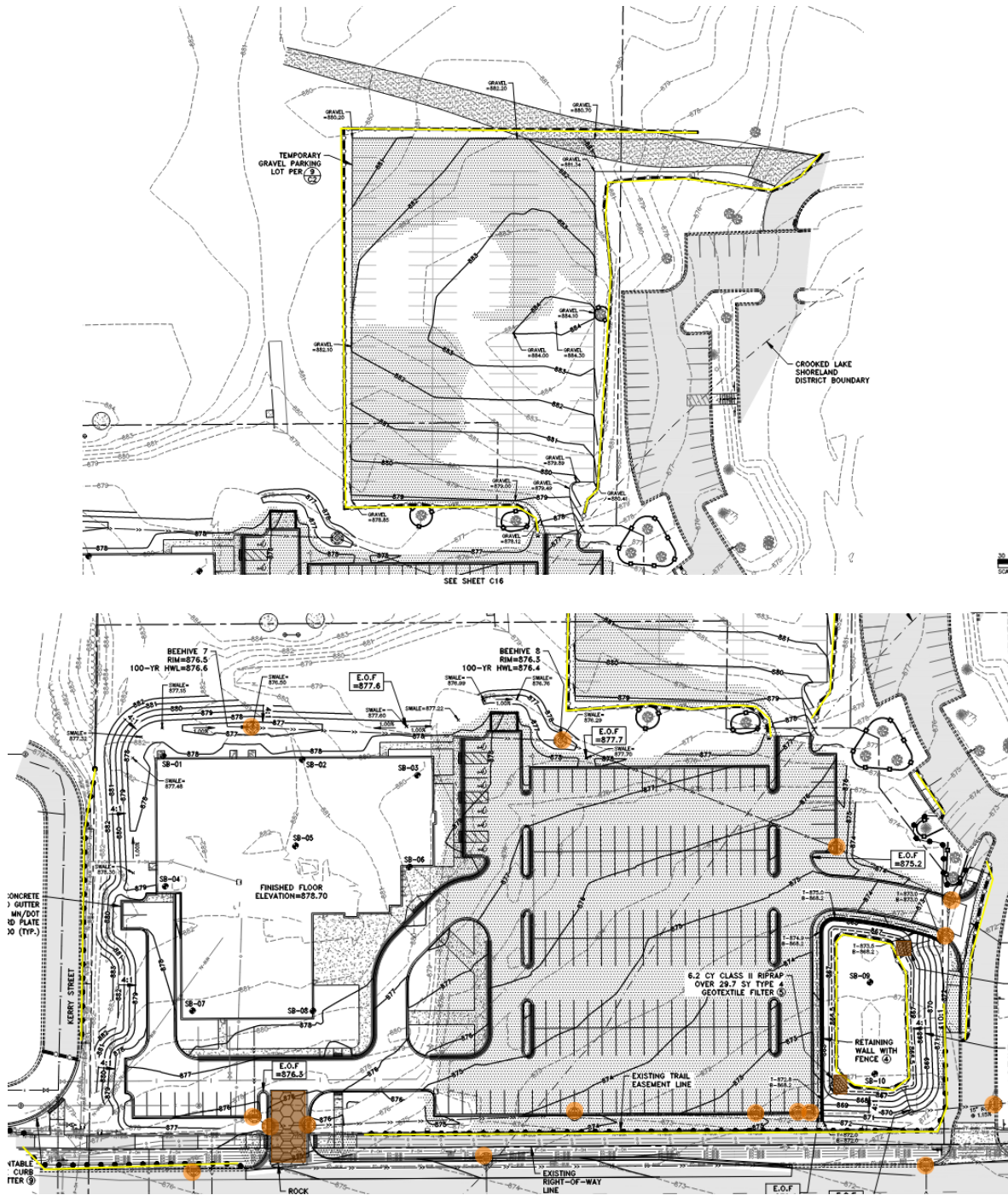


Figure 3: Soils and Erosion Control