

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 8, 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.

Absent: Jason Lund was out ill but contacted the District prior to the meeting in case there were quorum issues.

Staff Present: Tim Kelly, Corinne Elfelt, Erin Margle, Justine Dauphinais, Eric Bye, Hattie Hillukka and Michelle Ulrich.

Zoom attendees: Tyler Thompson and Jennie Lattin

2. Approval of the Agenda

Board Member Lind moved to add permit item 11 - P-25-023 – Marus Building, to the Consent Items. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lind, and McCullough) and no nays.

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

3. Announcements

4. Open Mic/Public Comment

No one was present for comment.

CONSENT ITEMS

5. Approval of Minutes of August 28, 2025

6. Administrator's Report

7. Advisory Committee Report

8. Approval of Bills for Payment

Claims totaling \$142,564.95 on the following disbursement(s) list will be issued and released upon Board approval.

Vendor	Amount
V0008--US BANK	9,491.82
V0010--A1 FLOOR AND CARPET CARE INC	1,119.30
V0015--ANOKA COUNTY MN	5,200.00
V0054--MICHELLE J ULRICH PA	2,695.00
V0071--SUNRAM CONSTRUCTION INC	81,369.44
V0111--WELL GROOMED LAWNS INC	700.00
V0128--YTS COMPANIES LLC	8,356.25
V0133--PACE ANALYTICAL SERVICES LLC	2,969.00
V0133--PACE ANALYTICAL SERVICES LLC	1,591.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	248.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	161.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	144.00
V0221--ABDO LLP	137.50
V0242--METRO I NET	6,753.00
V0249--PLAUDIT DESIGN	450.00
V0352--HEALTH EQUITY INC	803.06
V0352--HEALTH EQUITY INC	8.90
V0352--HEALTH EQUITY INC	500.00
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,574.00
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,370.00
V0402--LONDON OLDENBURGER VIDEOGRAPHY LLC	4,185.30
V0403--MAC'S WELL & PUMP SERVICE	1,450.00
V0404--MK HOLDINGS LLC	1,190.38
V0405--PROSOURCE TECHNOLOGIES LLC	3,098.00
	142,564.95

The following permit items were moved to the Consent Agenda.

11. P-25-023 Marus Building

The purpose of this project is the construction of a new storage facility with office space attached and associated stormwater treatment features located at 8634 Central Ave. NE, Blaine, Minnesota.

Based on the findings and exhibits as presented in the staff report, the staff recommendations was to approve with (four) 4 conditions and (four) 4 stipulations.

Conditions:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$3,380.00.

Rule 3.0 – Stormwater Management

2. The project results in an increase in discharge rates to the Central Ave storm sewer. Provide written approval from the City of Blaine for the increase in rates to the Central Ave storm sewer system.
3. Provide proof of recording of a fully executed Operations and Maintenance Agreement for the perpetual inspection and maintenance of all proposed stormwater management practices after review and approval by the District.

Rule 4.0 – Soils and Erosion Control

4. Update the erosion control plan to include perimeter control around each basin to prevent compaction during construction.

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 post construction infiltration tests on Infiltration Basin 1, 2, and 3 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.
4. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)

Board Member Campbell moved to approve the 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. Hearing on 2026 Budget

The purpose and scope of the item is for the approval and adoption of the 2026 budget.

The budget represents the set of planned revenues and expenses needed to fund District programs and activities that fulfill the District's legal obligations for managing water and related resources within the Watershed District

On March 24, 2025, the Board adopted a budget calendar and process for the development of the 2026 operating budget. Budget development occurred in three phases (detail development, Board review and refinement, public and stakeholder review).

The Board reviewed and discussed various sections of the draft budget at each of the six meetings in April, May and June.

The Board reviewed the entire preliminary draft budget during both meetings in July.

On August 11, the Board approved a draft budget for review and comment by the advisory committees.

On August 25, the District received one comment from the CAC that did not result in a change to the draft budget. Also at that meeting, the Board approved a draft budget for public review and ordered the publication of a hearing on the budget for September 8, 2025.

The staff recommendation is to hold a public hearing and to adopt the 2026 budget as presented and required by M.S. 103D.

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

There were No comments on Coon Creek Watershed District 2026 budget.

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

RESOLUTION 2025-05

**COON CREEK WATERSHED DISTRICT
BOARD OF MANAGERS**

**RESOLUTION TO ADOPT 2026 BUDGET AND
DIRECT CERTIFICATION OF PROPERTY TAX LEVY
FOR TAXES PAYABLE 2026**

Manager Campbell offered the following resolution and moved its adoption, seconded by Manager Lind

WHEREAS, Minnesota Statutes sections 103D.911 and 103D.915 require that on or before September 15 of each year, the Coon Creek Watershed District Board of Managers (Board) adopt a budget for the next year and decide on the total amount necessary to be raised from ad valorem tax levies to meet the District budget, and that the District certify to the auditor of Anoka County the tax levy amount;

WHEREAS, pursuant to Minnesota Statutes section 103D.911, the Board held a public hearing, duly noticed, on September 8, 2025, on the proposed 2026 District budget, whereby all interested members of the public were afforded the opportunity to address the Board concerning the proposed budget and levy, and the Board is legally authorized to levy the tax described below;

THEREFORE BE IT RESOLVED, that the Coon Creek Watershed District Board of Managers adopts a 2026 operating budget totaling \$10,384,562 for the fiscal year beginning January 1, 2026 and ending December 31, 2026;

BE IT FURTHER RESOLVED, that the Coon Creek Watershed District Board of Managers hereby establishes the 2026 Coon Creek Watershed District Operating Budget as follows:

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

BE IT FURTHER RESOLVED, that a levy of \$6,924,414 be certified to Anoka County and levied upon all taxable property in the Coon Creek Watershed District for the year 2026, as authorized by the Metropolitan Surface Water Management Act, Minnesota Statutes section 103B.241, to pay the costs to prepare the District's watershed management plan and for projects identified in the plan as necessary to implement the purposes of Minnesota Statutes section 103B.201.

Board Member Campbell moved to adopt Resolution 2025-05, Adopting the 2026 Budget and directing certification of property tax levy for taxes payable in 2026. Seconded by Board Member Lind. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lind, and McCullough) and no nays.

10. Award Water Quality Cost Share Grants

Water Quality Coordinator Justine Dauphinais discussed progress towards achieving required pollutant reductions and addressing identified stressors to aquatic life by administering a cost share program for water quality improvement and protection projects. This item specifically addresses applications submitted as part of 2025 Q3 request for proposals. Year-to-date in 2025, six applications have been awarded totaling \$171,837.50 with a remaining balance of \$118,162.50.

During the 2025 Q3 (Request for Proposal) RFP, the applications received total \$50,755.

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

Title (Applicant)	Elig- ible?	Average Score (out of 30)	Water Quality Benefits & Notes	Funding Recommendation (of requested amount)
General Projects & Practices				
Woodcrest Channel Restoration— Xeon St to RR (Coon Rapids)	Y	16.3	-TSS and TP load reductions in Coon Cr (joint CCWD TMDL LAs) -Applied for \$15K planning funds in 2024	\$25,880 (of \$25,880)
2026 Street Project Rain Gardens (Fridley)	Y	21.3	-Volume and pollutant reductions to Oak Glen Cr & Mississippi Rv (TMDL WLAs) -Received planning cost share funds in 2025	\$24,875 (of \$24,875)
TOTAL Recommended Awards				\$50,755

Historically, more cost share funds have been requested than available, leaving a funding shortfall. This year, if the \$50,755 in Q3 cost share awards

recommended by Staff are approved, there would be \$67,407.50 in remaining 2025 funds (23% of initial \$290,000). Options to consider include:

1. Award cost-share funds to identified project in accordance with Staff recommendations and either revert remaining balance to general fund or re-open an RFP.
2. Award cost-share funds to projects in accordance with amended recommendations and either revert remaining balance to general fund or re-open an RFP.
3. Do not award cost-share funds to identified project with explanation and direction for refinement of qualification and/or allocation criteria and either revert remaining balance to general fund or re-open an RFP.

Based on the findings and exhibits as presented in the staff report, the staff recommendations were to award cost-share funds to identified projects in accordance with Staff recommendations and revert balance to the general fund.

Board Member Campbell moved to award the cost-share funds for water quality improvement and protection projects as recommended by staff. 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 re-open an RFP for the excess funds. Seconded by Board Member McCullough. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lind, and McCullough) and no nays.

PERMIT ITEMS – *(moved to Consent Agenda)*

11. P-25-023 Marus Building

DISCUSSION ITEMS

INFORMATIONAL ITEMS

12. Fields of Andover Alternative urban Area Review (AUAR)

Erik Bye, Planning Coordinator presented an update regarding the Coon Creek Watershed District's (CCWD's) comment letter on the Fields of Andover Alternative Urban Area Review (AUAR) Draft Order for Review.

CCWD is supportive of the Scenario 2 development concept referenced in the AUAR based on preliminary discussions with City of Andover staff and Artemis

Development and review of sketch plans submitted. There appears to be potential for significant benefit to water resources on this site and downstream based on the sketch plan for Scenario 2 and further evaluation of the environmental issues noted.

Board Member Campbell moved to receive the Fields of Andover Alternative Urban Area Review (AUAR) report. Seconded by Board Member McCullough. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lind, and McCullough) and no nays.

13. Anoka County Hazard Mitigation Plan Update

Mr. Bye presented an update on the Anoka County Hazard Mitigation Plan (HMP) process and the recently completed draft Mitigation Action Chart (MAC) that will be included in the plan.

The draft MAC for the Coon Creek Watershed District (CCWD) has been submitted to the county for inclusion in the HMP.

The HMP process has allowed CCWD to engage more with the county and cities on hazard risk evaluation and reduction. The HMP will diversify the potential funding sources for flood mitigation projects and increase CCWD's resilience to any economic downturns.

ADJOURNMENT

Board Member Campbell moved to adjourn at 6:09 pm. Seconded by Board Member Hafner. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lind, and McCullough) and no nays.



President