

AGENDA

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS

September 22nd, 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. Water Education Grant 25-02 – Field Trip to Blaine Wetland Sanctuary
8. Water Education Grant 25-03 – Smart Salting Training
9. Minor Plan Amendment
10. Notice of Administrator's Intent to Retire December 31, 2025

PERMIT ITEMS

11. CSAH 18/20 Roundabout

DISCUSSION ITEMS

INFORMATIONAL ITEMS

ADJOURN

BOARD MEETING AGENDA

Board Room
Coon Creek Watershed District Offices
Monday, September 22, 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 September 8, 2025**
- 6. Approve Bills for Payment**

POLICY ITEMS

- 7. Water Education Grant 25-02 – Field Trip to Blaine Wetland Sanctuary**
- 8. Water Education Grant 25-03 – Smart Salting Training**
- 9. Minor Plan Amendment**
- 10. Administrator's Intent to Retire**

PERMIT ITEMS

- 11. CSAH 18/20 Roundabout**

DISCUSSION ITEMS

INFORMATIONAL ITEMS

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, 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--LANDON 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

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: September 22, 2025
AGENDA NUMBER: 6
ITEM: Bills to Be Paid

FISCAL IMPACT: Budgeted
POLICY IMPACT: Policy

REQUEST
Approve bills

BACKGROUND

Claims totaling \$266,542.25 on the following disbursement list will be issued and released upon Board approval.

Vendor	Amount
V0027--CITY OF FRIDLEY	10,000.00
V0036--EBERT CONSTRUCTION	2,500.00
V0068--PLM LAKE AND LAND MGT CORP	400.00
V0068--PLM LAKE AND LAND MGT CORP	1,833.40
V0102--US GEOLOGICAL SURVEY	29,208.50
V0110--RESPEC COMPANY LLC	9,038.75
V0190--MARGL, ERIN	1,333.00
V0195--STANTEC CONSULTING SERVICES INC	2,580.50
V0195--STANTEC CONSULTING SERVICES INC	46,386.65
V0195--STANTEC CONSULTING SERVICES INC	58,461.25
V0195--STANTEC CONSULTING SERVICES INC	15,269.50
V0195--STANTEC CONSULTING SERVICES INC	16,167.25
V0221--ABDO LLP	5,466.67
V0221--ABDO LLP	15,948.00
V0221--ABDO LLP	1,050.00
V0348--BLUE CROSS BLUE SHIELD OF MN	22,490.38
V0350--FIRST UNUM LIFE INSURANCE COMPANY	1,208.30
V0351--DELTA DENTAL OF MN	1,772.36
V0352--HEALTH EQUITY INC	35.10
V0352--HEALTH EQUITY INC	803.06
V0360--PAYLOCITY	559.63
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,523.60
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,370.00
V0406--CONSTANCE BLVD TERRACE LLC	9,388.58
V0407--EGAN COMPANY	1,598.82
V0408--PREMIER INDUSTRIES	2,384.25
V0409--REC INC	764.70
	266,542.25

Item 6: Bills to be Paid Page 2 of 2

Company name:	Coon Creek Watershed District									
Created on:	9/17/2025									
	Vendor name	Bill number	Date	Fund name	Department name	Account	Capital Project ID	Grant ID	Transaction amount	Memo
9122025	MINNESOTA STATE RETIREMENT SYSTEM	09122025	9/15/2025	General Fund	Planning	60718			200.00	09122025 MRSR/PRL
	MINNESOTA STATE RETIREMENT SYSTEM	09122025	9/15/2025	General Fund	Watershed Development	60718			60.00	09122025 MRSR/PRL
	MINNESOTA STATE RETIREMENT SYSTEM	09122025	9/15/2025	General Fund	Administration	60718			600.00	09122025 MRSR/PRL
	MINNESOTA STATE RETIREMENT SYSTEM	09122025	9/15/2025	General Fund	Public & Governmental Affairs	60718			25.00	09122025 MRSR/PRL
	MINNESOTA STATE RETIREMENT SYSTEM	09122025	9/15/2025	General Fund	Operations & Maintenance	60718			100.00	09122025 MRSR/PRL
	MINNESOTA STATE RETIREMENT SYSTEM	09122025	9/15/2025	General Fund	Water Quality	60718			385.00	09122025 MRSR/PRL
Sum for 09122025									1,370.00	
0973570-001 OCT	FIRST UNUM LIFE INSURANCE COMPANY	0973570-001 OCT	9/18/2025	General Fund	Watershed Development	60715			16.79	OCT2025 INSD/LIFE
	FIRST UNUM LIFE INSURANCE COMPANY	0973570-001 OCT	9/18/2025	General Fund	Operations & Maintenance	60715			33.66	OCT2025 INSD/MLFE
	FIRST UNUM LIFE INSURANCE COMPANY	0973570-001 OCT	9/18/2025	General Fund	Water Quality	60715			30.46	OCT2025 INSD/WQ/LFE
	FIRST UNUM LIFE INSURANCE COMPANY	0973570-001 OCT	9/18/2025	General Fund	Administration	21050			483.95	OCT2025 INSD/STD
	FIRST UNUM LIFE INSURANCE COMPANY	0973570-001 OCT	9/18/2025	General Fund	Administration	21050			384.14	OCT2025 INSD/LD
	FIRST UNUM LIFE INSURANCE COMPANY	0973570-001 OCT	9/18/2025	General Fund	Administration	21050			118.13	OCT2025 INSD/LFE
	FIRST UNUM LIFE INSURANCE COMPANY	0973570-001 OCT	9/18/2025	General Fund	Administration	60715			141.17	OCT2025 INSD/MLFE
Sum for 0973570-001 OCT									1,208.30	
24 WQCS/RNAL	CITY OF FRIDLEY	24 WQCS/RNAL	9/9/2025	General Fund	Water Quality	61549	PROJ24-527a		10,000.00	WQCS/RNAL 20% LEAF/VAC
Sum for 24 WQCS/RNAL									10,000.00	
2447128	STANTEC CONSULTING SERVICES INC	2447128	9/3/2025	General Fund	Watershed Development	63246			2,580.50	PROJ27707628 WCA8/25
Sum for 2447128									2,580.50	
2447192	STANTEC CONSULTING SERVICES INC	2447192	9/3/2025	General Fund	Water Quality	63246	PROJ25-510	G25-001-M	13,615.50	PROJ27707629 BRIDGE/WATER BMP/8/25
	STANTEC CONSULTING SERVICES INC	2447192	9/3/2025	General Fund	Water Quality	63246	PROJ24-518		23,555.25	PROJ27707627 PC/IMPL/8/25
	STANTEC CONSULTING SERVICES INC	2447192	9/3/2025	General Fund	Administration	63246			116.25	PROJ27707629 WQ/GENL ENGR/8/25
	STANTEC CONSULTING SERVICES INC	2447192	9/3/2025	General Fund	Water Quality	63246	PROJ25-509	G23-001-M	9,103.65	PROJ27707629 LOCCR8/25
Sum for 2447192									46,386.65	
2447193	STANTEC CONSULTING SERVICES INC	2447193	9/3/2025	General Fund	Planning	63246	PROJ25-301		514.50	PROJ27707627 MODEL UPDATES/8/25
	STANTEC CONSULTING SERVICES INC	2447193	9/3/2025	General Fund	Planning	63246	PROJ25-302		10,246.50	PROJ27707627 MODEL PILOT/UPGRADE/8/25
	STANTEC CONSULTING SERVICES INC	2447193	9/3/2025	General Fund	Planning	63246	PROJ24-311		14,407.50	PROJ27707627 ADOP/12/8/25
	STANTEC CONSULTING SERVICES INC	2447193	9/3/2025	General Fund	Planning	63246	PROJ25-300		27,007.00	PROJ27707627 WQ/MODEL 5/8/25
	STANTEC CONSULTING SERVICES INC	2447193	9/3/2025	General Fund	Planning	63246	PROJ24-305	G22-003	2,089.50	PROJ27707627 C200/8/25
	STANTEC CONSULTING SERVICES INC	2447193	9/3/2025	General Fund	Planning	63246			1,783.11	PROJ27707627 GENL ENGR/8/25
	STANTEC CONSULTING SERVICES INC	2447193	9/3/2025	General Fund	Administration	63246			2,413.14	PROJ27707627 GENL ENGR/8/25
Sum for 2447193									58,461.25	
2447194	STANTEC CONSULTING SERVICES INC	2447194	9/3/2025	General Fund	Operations & Maintenance	63246	PROJ25-405		408.00	PROJ27707625 UNIVERSITY RETORTS/8/25
	STANTEC CONSULTING SERVICES INC	2447194	9/3/2025	General Fund	Operations & Maintenance	63246	PROJ25-403		4,559.00	PROJ27707625 APC/RS/ENHANCE/8/25
	STANTEC CONSULTING SERVICES INC	2447194	9/3/2025	General Fund	Operations & Maintenance	63246	PROJ25-402		176.50	PROJ27707625 OM/GENL ENGR/8/25
	STANTEC CONSULTING SERVICES INC	2447194	9/3/2025	General Fund	Operations & Maintenance	63246	PROJ25-402		10,126.00	PROJ

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: September 22, 2025
AGENDA NUMBER: 7
ITEM: Water Education Grant – Tour of Blaine Wetland Sanctuary

POLICY IMPACT: Policy
FISCAL IMPACT: Budgeted

REQUEST

Review Water Education grant application 25-02 and award grant of \$250 for the costs associated with a guided tour of the Blaine Wetland Sanctuary for 25 5th-grade students at Avail Academy.

BACKGROUND

In the fall of 2024 the Board budgeted \$4,000 for water education grants in 2025. In May the Board approved Water Education Grant 25-01 to O’Neil Homeschool in the amount of \$500 for the costs associated with building a deep-rooted pollinator classroom. The remaining fund balance for the 2025 Water Education Grant program is \$3,500.

On September 9th Katy Hall, 5th grade teacher at Avail Academy, applied for a \$250 Water Education Grant to cover the cost of a guided tour through the Blaine Wetland Sanctuary for her 25 students.

Ms. Hall states in her grant application that the students have been studying living systems within our biosphere and learning about the impacts of pollution on land and resources. Heidi Ferris of Growing Green Hearts will conduct the educational tour with the purpose of providing the students with an opportunity to get an up-close look a wetland environment. Ms. Hall states that the goal of their visit to the Blaine Wetland Sanctuary is for students to broaden their understanding of how we can partner to protect our wetland areas, plants and vegetation, and organisms within the ecosystem. She states that it is important for her students to see the world from a broader lens and discover how systems are interconnected.

CCWD has had success with other grant awards to educators at Avail Academy in 2018, 2020, and 2024.

ISSUES/CONCERNS:

Available Funds	\$3,500	
Request	\$250	Balance = \$3,250
Eligibility	Government agencies within CCWD	Yes, Public school
Eligible Expenses	The project is eligible.	Yes
Evaluation Criteria	Priority will be given to proposals which: 1. Information to the public and decision-makers regarding water resources 2. Opportunities for the public to participate or volunteer in water quality activities 3. Educational opportunities for K-12 children concerning water quality	 1. Yes; to teachers, chaperones, and students 2. Yes; students will participate in hands-on activities at the wetland 3. Yes; 5 th grade students

RECOMMENDATION

Approve Water Education grant application of \$250 for the costs associated with a guided tour of the Blaine Wetland Sanctuary for 25 5th-grade students at Avail Academy.

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: September 22, 2025
AGENDA NUMBER: 8
ITEM: Water Education Grant – Smart Salting Training

POLICY IMPACT: Policy
FISCAL IMPACT: Budgeted

REQUEST

Review Water Education grant application 25-03 and award grant of \$2,000 for the costs associated with hosting a county-wide Smart Salting Operator Training.

BACKGROUND

In the fall of 2024 the Board budgeted \$4,000 for water education grants in 2025. In May the Board approved Water Education Grant 25-01 to O’Neil Homeschool in the amount of \$500 for the costs associated with building a deep-rooted pollinator classroom. The remaining fund balance for the 2025 Water Education Grant program is \$3,500.

On September 9th Katy Hall, 5th grade teacher at Avail Academy, applied for a \$250 Water Education Grant to cover the cost of a guided tour through the Blaine Wetland Sanctuary for her students. This grant application is also up for consideration at the September 22nd board meeting.

On September 11th Rebecca Haug, Project Manager with Anoka County Department of Transportation, applied for a \$2,000 Water Education Grant to help cover the cost of hosting an MPCA Smart Salting training for operators within Anoka County.

Rebecca Haug states in her grant application that the Smart Salting training will be offered to cities, counties, and other organizations to improve operator effectiveness and reduce chloride pollution by learning best practices, while keeping roads, parking lots, and sidewalks safe. This training has helped organizations reduce their salt use by 30-70%, reducing costs for product and minimizing infrastructure damage. These reductions have been shown to reduce chloride contamination in lakes, rivers and streams.

Additionally, Rebecca Haug states that a water education grant from Coon Creek Watershed District (CCWD) would allow the County to offer the Smart Salting training free of charge. She states that free attendance provides an incentive for communities with limited budgets to allow staff to be trained.

This is the first Water Education Grant CCWD has received from Anoka County.

ISSUES/CONCERNS:

Note: The below calculations are based on the assumption that the Board approves funding for Water Education Gant 25-02 which is also up for consideration at the September 22nd Board meeting.

Available Funds	\$3,250	
Request	\$2,000	Balance = \$1,250
Eligibility	Government agencies within CCWD	Yes, Anoka County
Eligible Expenses	The project is eligible.	Yes
Evaluation Criteria	Priority will be given to proposals which: 1. Information to the public and decision-makers regarding water resources 2. Opportunities for the public to participate or volunteer in water quality activities 3. Educational opportunities for K-12 children concerning water quality	1. Yes; municipal staff and equipment operators 2. Yes; after initial registration by municipal audiences, registration will be opened to private residents and businesses operating within the county 3. No; this training is geared toward professionals currently working in winter maintenance roles

RECOMMENDATION

Approve Water Education grant application of \$2,000 for the costs associated with hosting an Minnesota Pollution Control Agency (MPCA) Smart Salting training for winter maintenance operators within Anoka County.

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: September 22, 2025
AGENDA NUMBER: 09
ITEM: Minor Plan Amendment

AGENDA: Policy

BACKGROUND

At the January 27th, 2025, Board Meeting, the Board directed staff to begin a review of the current Capital Improvement Plan (CIP) to evaluate changes in costs and/or new projects to be added, and whether to proceed with a minor plan amendment to incorporate the proposed changes to the CIP.

At the May 12th, 2025, Board Meeting, the Board received an informational update on the review of the current operating environment of Coon Creek Watershed District (CCWD's) capital stormwater asset inventory. That review found multiple CCWD capital stormwater assets may need replacement before 2033. This information was incorporated into the CIP update.

At the July 14th, 2025, Board Meeting, the Board received an informational update on the complete rough draft of the CIP update. The proposed updates to the CIP decreased forecasted costs from 2027-2033 by 23% from ~\$84 million to ~\$68 million over that period. The main causes of the forecasted cost decrease were a reduction in projected inflation rate from 6% to 4%, a decrease in estimated cost to achieve the Total Maximum Daily Load (TMDL), and a refinement of major regional water quality and flood mitigation projects.

The CIP updates previously discussed have been incorporated into the 2024-2033 Comprehensive Watershed Management Plan as a proposed minor amendment with deleted content stricken out and new content underlined. It is accessible and downloadable through this link: https://www.cooncreekwd.org/2024-33-ccwd-comprehensive-plan_minor-amendment-redlines_reduced/

The tables, figures, and portions of text with proposed revisions in the proposed minor amendment are listed here:

Front Matter section:

- Revised total estimated CIP cost under “capital projects” heading – page 26
- Figure IV – page 27
- Revised total estimated CIP cost under “Funding” heading – page 32
- Table III – page 32
- Figure V – page 33
- Figure VI – page 33

Section 1.3 Prioritization Analysis

- Table 1.11 – page 106

Section 2.3 Essential Task: Capital Improvement Projects:

- Revised total estimated CIP cost in section 2.3.1 – page 170
- Figure 2.04 – page 171
- Figure 2.05 – page 171
- Table 2.10 – page 172
- Table 2.11 – page 173
- Table 2.12 – page 174
- Figure 2.06 – page 174
- Figure 2.07 – page 176
- Table 2.14 – page 182
- Table 2.15 – page 204

Section 3.3 Public Drainage and Conveyance Resource Management Plan

- Table 3.16 – page 301

Section 4.1: Sustainment:

- Table 4.03 – page 440

Section 5.1 Interagency Coordination and Local Water Planning

- Table 5.01 – page 449

ACTION REQUESTED

Direct staff to initiate the minor plan amendment process for the proposed amendments to the CIP in the Plan following MS 103B.231 and MR 8410.1040.

COMPREHENSIVE PLAN RELATIONSHIP

The intention to review and update the Plan every ~3 years was articulated in the Plan.

COORDINATION

The minor plan amendment process is as follows:

- 30-day public review and comment period.
- Present proposed minor amendment to the Technical Advisory Committee (TAC)
- Public meeting with published legal notice to explain the amendments.
- Board of Water and Soil Resources (BWSR) has 5 days following 30-day public comment period to agree that the proposed amendments are minor.
- Board adopts the amended plan.

PERTINENT FACTS

Problem and Need: The current CIP in the CCWD Comprehensive Watershed Management Plan has forecasted costs that are outdated and there are 6 new projects that should be included in the CIP from 2027-2033. The updated forecasted costs and projects result in a decrease in total CIP cost from 2024-2033 ~\$104 million to ~\$84 million.

Rationale of Amendment: As a result of the anticipated decrease in total costs, refinement of individual project costs, and the addition of 6 new projects, the public and stakeholders should be notified of these proposed minor changes to the Plan as they are publicly

funded projects and efforts. CCWD intends to provide more accurate estimates of project costs to improve annual budgeting and planning for joint-funded partner projects.

Estimated Cost: Staff time and publishing cost of \$225 for legal public notice in the CCWD newspaper publications are the only anticipated costs for the minor amendment process.

ISSUES/CONCERNS/RISKS

- The updated TMDL cost analysis that had a large impact on project cost assumptions relied on the use of a new water quality credit trading tool that is planned to be included in the next Municipal Separate Storm Sewer System (MS4) permit. This tool allows MS4s to get TMDL credit for non-point source water quality projects. Staff confirmed with Minnesota Pollution Control Agency (MPCA) that CCWD would be eligible for this tool under the new MS4 permit.
- Almost 50% of forecasted revenue is from external sources, with city partners accounting for a majority of that portion. There is a risk that cities may not be able to fulfill their share of future revenue on joint projects, which could impact project schedules or create a need for alternative funding sources.

OPTIONS FOR ACTIONS

- Direct staff to initiate the minor plan amendment process
- Direct staff to initiate the minor plan amendment process with Board recommendations considered
- Table decision until more information is gathered

RECOMMENDATION

- Direct staff to initiate the minor plan amendment process

**COON CREEK WATERSHED DISTRICT
Request for Board Action**

MEETING DATE: September 22, 2025
AGENDA NUMBER: 10
ITEM: Notice of Administrator's Intent to Retire

AGENDA: Policy

ACTION REQUESTED

Accept the Administrator's notice of intent to retire December 31, 2025

PURPOSE & SCOPE OF ITEM

To formally acknowledge and accept the administrator's notice of intent to retire December 31, 2025, ending the District's 36 year employment relationship.

BACKGROUND

The Administrator was hired 2/1/1990
The Administrator's current employment agreement is dated 8/14/24
Section 11 of that agreement requires a minimum of 60 days' notice.
Section 12 of that agreement requires that notice be given to the President

ISSUES/CONCERNS

1. **60 Day Notice Requirement:** This meeting on 9/22/25 is 100 days before December 31, 2025
2. **Written Notice:** A signed notice will be provided at the Board meeting. It reads as follows:

President
Coon Creek Watershed District
13632 Van Buren St NE
Ham Lake, Minnesota 55304

I hereby formally announce my retirement from the position as District Administrator of the Coon Creek Watershed District effective December 31, 2025.

It has been an honor to act as steward of the District's water resources, serve the people that live within the watershed and lead the District. I am grateful for the professional opportunities that have been provided for me and am proud of what we have accomplished these past 36 years.

As I prepare to move on to the next chapter of my career, I want to assure you that I am committed to ensuring a smooth transition. I will do everything I can to wrap up my current projects and assist in handing over my responsibilities.

Thank you again for your support

Sincerely

Tim Kelly

CONCLUSIONS

Both the notice, the timeframe and written notice requirements have been met

RECOMMENDATION

Accept the Administrators' notice to retire December 31, 2025.

Permit Application Review Report
Date: 9/17/2025

Board Meeting Date: 9/22/2025
Agenda Item: 11

Applicant/Landowner:

Anoka County
Attn: Joe MacPherson
2100 3rd Avenue
Anoka, MN 55303

Project Name: CSAH 18 (Crosstown Blvd) @ CSAH 20 (161st Ave NW) / CR 60 (Constance Blvd NW) Roundabout

Project PAN: P-25-018

Project Purpose: Construction of a new roundabout

Project Location: Intersection of Crosstown Blvd and Constance Blvd, Crosstown Boulevard & Constance Boulevard (CSAH 18 & CSAH 20), Andover

Site Size: size of parcel - 4.42 acres; size of disturbed area - 4.7 acres; size of regulated impervious surface - 2.07 acres

Applicable District Rule(s): Rule 2, Rule 3, Rule 4, Rule 5

Recommendation: Approve with 2 Conditions and 3 Stipulations

Description: Anoka County Highways is proposing the construction of a roundabout at the intersection CSAH 18 and CSAH 20 and associated stormwater treatment. The project will disturb 4.7 acres and create 2.07 acres of regulated impervious surface. The drainage in the area is split between the Coon Creek Watershed District and the Lower Rum River Water Management Organization. The runoff portion within the District drains toward County Ditches 37 and 20. The relevant water resource concerns are stormwater management, soils and erosion control, and wetlands, which correspond to District Rules 3, 4, and 5. See attached Figure 2: 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 \$4,350.00.

Rule 3.0 – Stormwater Management

2. Confirm that the proposed project plans have been submitted to the LRRWMO and that permitting requirements have been met.

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. 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.
3. 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
Geotechnical Evaluation Report	Braun Intertec	09/26/2024	06/11/2025
Aquatic Resource Delineation Report	KLJ	07/2024	09/17/2024
Wetland Exemption Joint Application	KLJ	undated	07/16/2025
Stormwater Management Plan	Sambatek	08/21/2025	08/22/2025
Construction Plans	Sambatek	08/14/2025	08/14/2025

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 \$4,350.00. This corresponds to a base escrow of \$2,000.00, plus an additional \$500/acre of disturbance (4.7 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 ½ 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
7P NW to Wetland	4.51	3.92	6.88	6.11	16.01	15
6P NW to LRRWMO	3.94	2.64	5.08	3.84	8.77	7.69
4P NE to Wetland	3.6	3.28	5.33	4.75	9.36	8.95
9L SW to Existing Pond	1.21	1.17	1.8	1.77	3.66	3.65
6L SE to Existing Basin	1.38	1.17	2.06	1.82	3.93	3.9

4L South to Crosstown	0.5	0.48	0.75	0.73	1.69	1.69
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Table 1.

Volume Control: The proposed project is a public linear project; therefore, the volume reduction requirement is equal to 1 inch over the area of new impervious surface, or 0.5 inches over the sum of the area of new and fully reconstructed impervious surface, whichever is greater. The amount of proposed impervious required to be treated is 90,170 ft².

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

Drainage Area	Impervious required to be treated (ft ²)	Proposed SMP	TP Removal Factor	Required Water Quality Volume (ft ³)	Water Quality Volume Provided (ft ³)
untreated	11,326	none	0	944	0
NE (pond)	78,844	Wet Sedimentation Pond	0.5	6,570	24,985
Totals:	90,170			7,514	24,985

Table 2.

Infiltration may not be used as a volume control practice because the practice would need to be placed in an area with less than three feet of separation from the bottom of the infiltration system to the seasonally saturated soils.

Because the volume reduction standard cannot be met due to these site constraints, the project proposes the use of the stormwater management practices and their corresponding TP conversion factors listed in Table 2.

The volume control standard has not been met as shown in Table 2. However, due to limited right of way space, existing utilities, and existing grades, the volume control standard has been met to the maximum extent practicable.

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:

Discharge Point	TSS Removal Provided
7P NE to Wetland	No regulated impervious
6P NW to LRRWMO	0
4P NE to Wetland	84
9L SW to Existing Pond	0 – treated by existing pond offsite
6L SE to Existing Basin	0 – treated by existing infiltration basin offsite
4L South to Crosstown Blvd Ditch	0

Table 4.

The TSS removal standard is not met at each discharge point as shown in Table 4. However, it has been shown that a good faith effort was made to remove as much TSS as feasible at all discharge points. The water quality standard has been met to the maximum extent practicable.

Discharges to Wetlands: Stormwater from the proposed project is being discharged into the following wetlands.

Wetland ID	4P
Wetland Type	Moderately Susceptible

Change of Bounce 2-yr (ft)	0.63
Change of Bounce 10-yr (ft)	0.80
Change of Inflow Velocity (fps)	0
Change of Inundation on 2-yr (hrs)	18.4
Change of Inundation on 10-yr (hrs)	53.8
Change of Run out Control (ft)	0

Table 5.

The proposed project meets discharge rate, inundation, and runout control requirements for all wetlands receiving discharge from the site as shown in Table 5. The discharge does not meet bounce requirements for the wetland type, however, the proposed project intends to impact most of the wetland during construction and have applied for a de minimus exemption, therefore, the increase in bounce is inapplicable.

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 not considered new development with buildings and habitable structures; therefore, this section does not apply.

Maintenance:

Access: Sufficient maintenance access has been provided on the plans for all stormwater management practices.

Easements: Maintenance easements for all stormwater management practices are required for the proposed project.

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 Ditch 58. The soils affected by the project includes Zimmerman and 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 perimeter control 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)

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.

Wetlands were delineated under PAN W24-034. The boundary and type application was reviewed and approved. The Notice of Decision was issued on 10/18/2024.

The applicant submitted a joint application form requesting an Exemption decision on 05/22/2025. The application was noticed to the TEP on 5/28/2025. Wetland impacts are proposed through fill in 1 location. See attached Figure 4: Wetland Impacts.

Wetland ID	Impact Type (F/D/E)	Impacts (sf)	Impact Duration (T/P)	Replacement Ratio	Required Mitigation (sf)

2	Fill	1742	Permanent	0	0
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Table 6.

The TEP agrees that the proposed project meets the requirements for a de minimus exemption under Exemption (8420.0420) Subpart 8. The Notice of Decision was issued on 7/17/2025.

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.

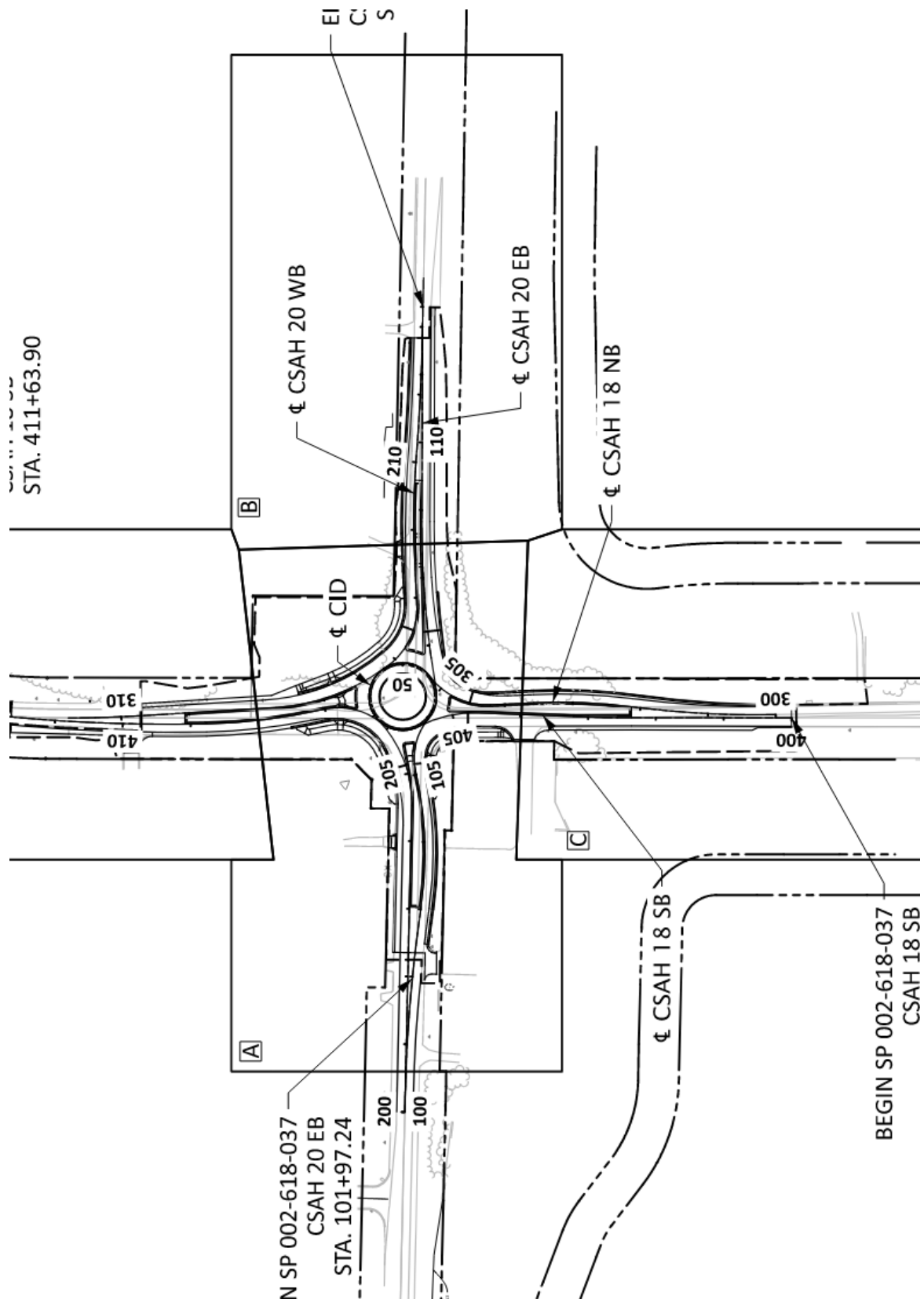
The proposed project does not include land disturbing activities which construct, improve, repair or alter the hydraulic characteristics of a conveyance system that extends across two or more parcels of record not under common ownership and has a drainage area of 200 acres or greater. Rule 7.0 does not 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.



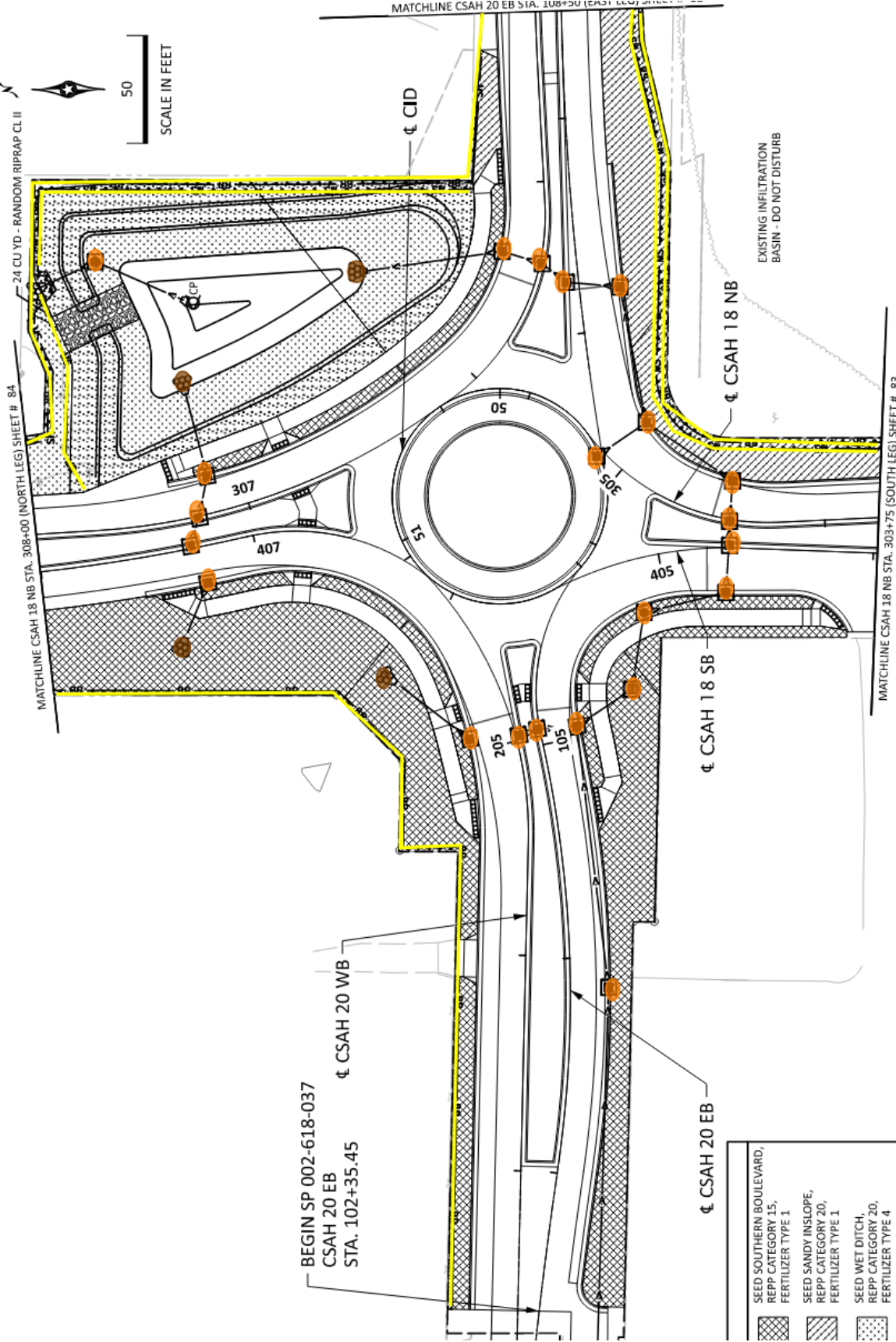


Figure 3: Soils and Erosion Control



Figure 4: Wetland Impacts