

## **BOARD MEETING AGENDA**

**Board Room**

**Coon Creek Watershed District Offices**

**Monday, January 12, 2026**

**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 December 8, 2025**

#### **6. Receive Administrator's Report**

#### **7. Advisory Committee Report**

#### **8. Bills/Accounts Payable**

#### **POLICY ITEMS**

#### **9. Designation of Depository**

#### **10. Designation of Official Paper**

#### **11. Designation of Fund Equity**

#### **12. 2026 Mileage Rates**

#### **13. Waiver of Liability Limits**

#### **14. MOU with City of Blaine for Bridgewater Filter**

#### **15. 2025 CCWD Partner of the Year**

#### **PERMIT ITEMS**

#### **16. Hanson Blvd Widening**

#### **17. MS River Regional Trail Reroute**

**18. Coon Creek Trail**

**DISCUSSION ITEMS**

**19. MS4 Permit Reissuance**

**INFORMATIONAL ITEMS**

**20. Watershed Management Videos**

**21. 2026 Board Meeting Schedule**

**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, December 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, Jason Lund, and Dwight McCullough.

Staff Present: Tim Kelly, Corinne Elfelt, Jon Janke, Erin Margl, Jessica Lindemyer, Tyler Thompson, and Michelle Ulrich

Via Zoom: Justine Dauphinais, Erik Bye and Jennifer Lattin

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

Board Member Hafner moved that the Board for timing purposes address Discussion Item #18 Recognition of District Administrator before Policy Items. Seconded by Board Member Campbell. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund and McCullough) and no nays.

Board Member Lind moved to approve the amended agenda. Seconded by Board Member Campbell. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

### **3. Announcements**

No announcements

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

No one was present for comment.

### **CONSENT ITEMS**

### **5. Approval of Minutes of November 11, 2025**

### **6. Administrator's Report**

### **7. Advisory Committee Report**

### **8. Approval of Bills for Payment**

Claims totaling \$103,425.00 for November 24, 2025, and \$100,936.47 for December 8, 2025 on the following disbursement(s) list will be issued and released upon Board approval.

<b>Vendor</b>	<b>Amount</b>
V0014--ANOKA CONSERVATION DISTRICT	1,500.00
V0348--BLUE CROSS BLUE SHIELD OF MN	22,441.82
V0351--DELTA DENTAL OF MN	1,720.30
V0350--FIRST UNUM LIFE INSURANCE COMPANY	1,205.72
V0388--HATTIE HILLUKKA	21.96
V0352--HEALTH EQUITY INC	1,299.00
V0352--HEALTH EQUITY INC	803.06
V0352--HEALTH EQUITY INC	1,144.90
V0352--HEALTH EQUITY INC	33.35
V0046--HOUSTON ENGINEERING INC	10,243.75
V0416--JOANN LAWRENCE	6,385.75
V0242--METRO I NET	6,753.00
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,460.00
V0063--NORTHERN NATURAL GAS COMPANY	4,078.75
V0360--PAYLOCITY	538.99
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,229.83
V0096--RANDY WESP EXCAVATING LLC	1,300.00
V0096--RANDY WESP EXCAVATING LLC	22,095.00
V0110--RESPEC COMPANY LLC	9,138.75
V0417--VOYAGER CONDOMINIUM HOA INC	1,499.82
V0128--YTS COMPANIES LLC	1,531.25
	<b>103,425.00</b>

<b>Vendor</b>	<b>Amount</b>
V0008--US BANK	14,150.36
V0010--A1 FLOOR AND CARPET CARE INC	1,119.30
V0014--ANOKA CONSERVATION DISTRICT	1,400.00
V0015--ANOKA COUNTY MN	10,001.35
V0015--ANOKA COUNTY MN	13,590.76
V0054--MICHELLE J ULRICH PA	5,806.25
V0111--WELL GROOMED LAWNS INC	982.00
V0221--ABDO LLP	5,466.67
V0242--METRO I NET	6,753.00
V0249--PLAUDIT DESIGN	450.00
V0344--NR PROPERTIES INC	6,580.00
V0352--HEALTH EQUITY INC	192.30
V0352--HEALTH EQUITY INC	500.00
V0352--HEALTH EQUITY INC	803.06
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,283.82
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,460.00
V0367--SMARTSWM LLC	9,250.00
V0367--SMARTSWM LLC	5,625.00
V0418--JEFF STALBERGER	8,522.60
	<b>100,936.47</b>

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

Board Member McCullough moved to approve the Consent agenda. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

## **18. Recognition of District Administrator**

The purpose of this item is to formally acknowledge and celebrate the upcoming retirement of District Administrator Tim Kelly, who has served the District with exceptional dedication since 1990.

District Administrator Tim Kelly has provided more than 35 years of distinguished service to the District.

Tim has guided the District through economic hardship, substantial growth, evolving regulatory responsibilities, and increasingly complex water resource management challenges. Tim's leadership has been instrumental in shaping the District's reputation for professionalism, collaboration, and technical excellence.

When Tim joined the District in 1990, the District was facing significant financial challenges, public scrutiny, and legal disputes related to the management of the public ditches. As the first full-time employee, Tim successfully addressed these issues, establishing a foundation for a stable, well-managed organization.

Early in his tenure, the District navigated the complexities of the Wetland Conservation Act, rapid urban growth, and expanding responsibilities for public drainage and floodplain management. Tim implemented management strategies that balanced agricultural, developmental, wetland, drainage, and floodplain needs, applying principles of growth management and sensitive lands protection. Under his leadership, the District managed the evaluation of wetlands, resolved disputes, and ensured equitable outcomes for upstream drainage and downstream flood control.

Over time, the District's responsibilities expanded to include water quality, aquatic habitat, and recreation. Tim led the District through the challenges of meeting growing regulatory requirements while maintaining cost control and transparency in a tight fiscal environment. He championed the adoption of natural infrastructure and asset-based management approaches, emphasizing the long-term ecological and economic benefits of proactive planning and investment.

Throughout his career, Tim has transformed the District from a reactive organization addressing legacy drainage and flood issues into a forward-looking agency capable of proactive management and strategic planning. His vision, dedication, and institutional knowledge have left a lasting impact on the District, the watershed, and the citizens it serves.

At the September 22, 2025, Board meeting, the Board accepted District Administrator Tim Kelly's notice to retire on December 31, 2025.

Board Member Lund motioned to recognize Tim Kelly's years of service and wish him well in his retirement. Seconded by Board Member Lind. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

## **9. 2026 Property Tax Levies**

The purpose of this item is to levy a tax sufficient for the year 2026 for the purpose of paying the current and increased costs of implementing Minnesota Statutes 103B, 103E, 103F & 114D.

At the September 8, 2025, meeting the Board of Managers adopted an operating budget of \$10,384,562 for District operations in 2026 as required by MS 103D. \$6,924,414.00 of the revenue for that budget is to be derived from property tax.

Based on the findings and exhibits as presented in the staff report, the staff recommendation is to Adopt Resolution No. 25-06 approving 2026 property tax levy amounts.

Board Member Lund moved to adopt Resolution No. 25-06 adopting the Metropolitan Surface Water Management 2026 Property Tax Levy amounts. Seconded by Board Member Campbell. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

## **10. Administrator Transition**

The purpose of this item is to establish formal Administrator authority during the transition period.

At the September 22, 2025, Board meeting, the Board accepted the retirement of the current District Administrator Tim Kelly effective December 31, 2025.

At the October 13, 2025, Board meeting, the Board approved motions to appoint Mr. Janke as the Interim Administrator with a date to be determined and to establish a subcommittee to proceed with the Administrator recruitment process.

This item is a follow-up with the Board formalizing how they would like the transition to occur. The following are the options for action.

1. Appointing Jon Janke Interim Administrator effective December 9, 2025
2. Appoint Jon Janke Interim Administrator effective January 1, 2026

3. Appointing \_\_\_\_ Interim Administrator effective \_\_\_\_
4. Decline to appoint an Interim Administrator, leaving the position vacant until a permanent Administrator is hired. In this scenario, the Board or Board Chair would assume the Administrator responsibilities temporarily.

Board member Lind inquired if Mr. Janke felt ready for the transition. Mr. Janke answered yes, he's been shadowing Mr. Kelly closely for the last 2 years, and the September transition to lead the Board meetings proved to be helpful.

Mr. Kelly said there are a few items remaining after the ramp down of duties. There are currently two (2) people reporting to the administrator position which are Financial Management Coordinator Julie Peterson and Director of Operations Jon Janke.

Member Campbell asked why Mrs. Peterson continues to report to the Administrator whereas Mr. Kelly replied to the reasons for bank signing, bills and budget control. Member McCullough also asked for clarification between option one (1) and option two (2). Mr. Janke commented on the effective date of December 9, 2025, or January 1, 2026.

Based on the findings and exhibits as presented in the staff report, the staff recommendation is to Appoint Jon Janke Interim Administrator Effective (date based on Board decision).

Board Member McCullough moved to Appoint Jon Janke Interim Administrator Effective December 9, 2025. Seconded by Board Member Lind. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

Board Member Hafner moved to cancel the scheduled December 22, 2025, Board Meeting and have a Special Meeting on December 15, 2025, to discuss the recommendation for the open Administrator position. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

## **11. Minor Plan Amendment Adoption**

The background for this item is item is the proposed minor amendments to the Coon Creek Watershed District (CCWD) 2024-2033 Watershed Management Plan (Plan). Amendments were released for a 30-day public review period on October 21<sup>st</sup>, 2025, and received no substantive comments or concerns during this review period.

In accordance with MR 8410.0140 subp. 2, the Board of Water and Soil Resources (BWSR) determined that the proposed amendment is minor. The Coon

Creek Watershed District (CCWD) Board can adopt the minor amendments as proposed and must distribute it within 30 days of adoption according to MR 8410.0140 subp. 5.

Coon Creek Watershed District (CCWD) received letters from the Department of Health, Department of Natural Resources, Metropolitan Council, Pollution Control Agency, Anoka County, and the City of Coon Rapids within the 30-day review period all stating they had no comments or concerns with the proposed minor amendments.

Board of Water and Soil Resources (BWSR) staff commended Coon Creek Watershed District (CCWD) for maintaining and keeping its Plan updated.

Based on the findings and exhibits as presented in the staff report, the staff recommendation is to adopt the minor amendments to the Plan by Resolution No. 2025-07.

Board Member Campbell moved to adopt Resolution No. 2025-07, Adopting Minor Amendments to the Coon Creek Watershed District 2024-2033 Watershed Management Plan. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

## **12. 2026 Citizen Advisory Committee Appointments**

The purpose of this item is to fulfill the requirements of MS 103D.331 through the appointment of an advisory committee. The scope and intent of the Citizen Advisory Committee (CAC) is to advise and assist the managers on all matters affecting the interests of the watershed district and make recommendations to the managers on all contemplated projects and improvements in the watershed district.

Engagement Coordinator Jessica Lindemyer stated that a new application has been received by Mr. John Lily from Blaine, Minnesota. He is the first person to represent Blaine on the current committee, and his background includes work in the Department of Natural Resources (DNR) Parks Division. If he is appointed, there will be a full committee.

Based on the findings and exhibits as presented in the staff report, the staff recommendation is to appoint the 2026 Citizen Advisory Committee members.

Board Member Campbell moved to approve the reappointment of current Citizen Advisory Committee Members and to appoint Mr. John Lily. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

### **13. Award Work on Sand Creek Geotechnical Services**

This item is requesting geotechnical services to perform soil borings and to facilitate, finalize and design the project on Sand Creek. Originally the project was to manipulate the creek for fish to pass and evolved into work with the City of Coon Rapids to replace the culverts. The project has grown in ways that benefit the creek much better by manipulating the passage and the stream crossing simultaneously and it's proven to resolve the problem. This request is a step in refining that design and making progress on construction in 2026.

Operations and Maintenance Coordinator Tyler Thompson has received bids for the project and concluded Kilo Engineering, LLC is the best option and least expensive. This firm is smaller, but the owner has previously worked with a larger firm and is very versed. Both Stantec and the City Engineer are comfortable with the quote and have signed off on the project.

Based on the findings and exhibits as presented in the staff report, the recommendation is to Award Sand Creek Geotechnical Services contract to Kilo Engineering, LLC.

Board Member Campbell moved to Award Sand Creek Geotechnical Services contract to Kilo Engineering LLC. Seconded by Board Member Lind. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

### **14. Sand and Coon Creeks Nine Key Elements Phase 2 Grant Agreement**

The purpose of this item is to authorize execution of a grant agreement with the MN Pollution Control Agency for a \$310,191.44 federal Clean Water Act Section 319 grant for implementation of the Coon and Sand Creeks Nine Key Elements (NKE) Plan Phase 2 project.

There has been a delay in receiving the grant agreement language from Minnesota Pollution Control Agency (MPCA). Staff do not anticipate major changes in contract terms but will ensure the agreement is reviewed by the District Attorney prior to execution.

Authorizing execution of this grant agreement will require the District to provide a minimum of \$206,795 in local match funds; these funds are already included in the approved 2026 budget.

The prior decision was on September 8, 2026, for the approval of the 2026 budget including the Aquatic Organism Passage Enhancement Phase 2 Project.

Executing a grant agreement for implementation of the Nine Key Elements (NKE) Phase 2 Project allows local funds to be leveraged with federal grant funds to achieve required pollutant reductions and address non-pollutant stressors for Sand and Coon Creek.

There are two options

1. Authorize execution of a grant agreement with MPCA towards implementation of the Sand and Coon Creeks Nine Key Elements Plan Phase 2 Project
2. Table action until next meeting with statement of reason and need

Based on the findings and exhibits as presented in the staff report, the recommendation is to authorize execution of a grant agreement with Minnesota Pollution Control Agency (MPCA) towards implementation of the Sand and Coon Creeks Nine Key Elements Plan Phase 2 Project.

Board Member Hafner moved to authorize execution of a grant agreement with Minnesota Pollution Control Agency (MPCA) towards implementation of the Sand and Coon Creeks Nine Key Elements (NKE) Plan Phase 2 Project, contingent upon staff review and review and approval of the District Attorney Michelle Ulrich. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

## **15. Water Education Grant – Prairie Plant Superheroes**

This item focuses on reviewing a Water Education grant application 25-04 and awarding a grant of \$125 for the costs associated with hosting an educational workshop for the staff at Mary T Inc. on the topics of native plants, water quality, and smart salting.

On November 20th, Kelsey Brodt applied for a \$125 Water Education Grant on behalf of Mary T Inc., a family-owned organization based out of Coon Rapids that provides services to senior communities and persons with disabilities.

Ms. Brodt states in her application that Mary T. Inc is looking to work with Heidi Ferris of Growing Green Hearts to host an educational workshop for the staff at Mary T Inc. Their facility is located along Sand Creek and Coon Creek. The goal of the workshop is to foster environmental stewardship among the staff. Topics will include native plants, chloride pollution, smart salting practices, and water quality. This is the first grant application the District has received from Mary T Inc.

Based on the findings and exhibits as presented in the staff report, the recommendation is to Approve the Water Education Grant application of \$125 for

the costs associated with hosting an educational workshop for the staff at Mary T Inc. on the topics of native plants, water quality, and smart salting.

Board Member Lund moved to Approve the Water Education Grant application of \$125. Seconded by Board Member Lind. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

## **16. Water Education Grant – Shared Currents**

On November 22<sup>nd</sup>, Emily Robinson, Director of the newly opened Creative Flow Art Center in Fridley, applied for a \$1,000 Water Education Grant to assist with the costs of hosting a water-themed art exhibit.

Ms. Robinson states in her application that this water-themed art exhibit will increase public awareness and engagement with local watersheds, water resources, and water quality. Participating artists will be required to celebrate, question, and reimagine our relationship with water, creating work that prompts reflection on its ecological, cultural, and personal significance. Local artists will gain a meaningful platform to explore and share water-focused themes, while students, families, and lifelong learners will benefit from accessible, arts-based environmental education. By connecting environmental issues with creative expression, the exhibition will inspire community curiosity, foster a deeper understanding of water stewardship, and encourage thoughtful engagement with sustainable water practices. This event would be held for a length of one month.

This is the first grant application the District has received from Creative Flow Art Center and no other known parties are planning to seek water education grant funding in 2025.

Based on the findings and exhibits as presented in the staff report, the recommendation is to approve Water Education Grant application of \$1,000 for the costs associated with hosting a water-focused art exhibit at Creative Flow Art Center.

Board Member Lund moved to Approve Water Education Grant application of \$1,000 for the costs associated with hosting a water-focused art exhibit at Creative Flow Art Center. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lind, and Lund) one (1) abstain (Board Member McCullough) and no nays.

## **PERMIT ITEMS**

### **17. Voyagers Condominium Shoreline**

The purpose of this item is for shoreline rehabilitation and landscaping located at 11030 Mississippi Blvd NW, Coon Rapids, Minnesota.

The applicant is proposing the rehabilitation of a shoreline along the Mississippi River. The project includes the placement of new rip rap, retaining walls, and the planting of native vegetation. The project will disturb 0.3 acres and create no regulated impervious. The relevant water resource concerns are soils and erosion control and buffers which correspond to District Rules 4 and 8.

Based on the findings and exhibits as presented in the staff report, the staff recommendation is to Approve with (two) 2 Conditions and (zero) 0 Stipulations.

#### **Conditions:**

##### Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,150.00.

##### Rule 4.0 – Soils and Erosion Control

2. Update the erosion control plan to include a note to stabilize soils and soil stockpiles within 24 hours of inactivity.

#### **Exhibits:**

<b>Exhibit Type</b>	<b>Exhibit Author</b>	<b>Signature Date</b>	<b>Received Date</b>
Erosion Control Plan	JK Landscape Construction LLC	Undated	11/19/2025
City Approval Email	City of Coon Rapids	11/06/2025	11/12/2025
Work Area Figure	JK Landscape Construction LLC	undated	11/12/2025
Construction Plan	JK Landscape Construction LLC	undated	11/12/2025

Board Member Hafner moved to approve the Consent Agenda Items. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

## **DISCUSSION ITEMS**

### **19. MN Watersheds Conference Update (At Board Meeting)**

Mr. Janke stated that the conference went well and was attended by several staff and other agencies. Mr. Janke also commented on a great presentation given by Coon Creek Watershed District Water Quality Coordinator Justine Dauphinais

The main item was the legislative language that proposed was approved, however did get a lot of mixed feelings from other board members from other watersheds. Lobbyists are comfortable with the subject matter and how they will approach this.

Next steps are it's packaging with the legislative priorities for next year and working with the MN Watersheds to keep momentum.

Workshops were also a part of the conference, and the videos are on the Board of Water and Soil Resources (BWSR) website. Member Hafner stated this was very helpful and could be used for training sessions.

## **INFORMATIONAL ITEMS**

### **20. Environmental Protection Agency Waters of the United States**

The definition of what the waters of the United States has been changing in the last few years. Potentially the definition will be changed restricting to waters that are only attached to navigable waters. Some wetlands are potentially not covered under the federal umbrella. There is currently a proposal by the Environmental Protection Agency to change that to offer protection.

## **ADJOURNMENT**

Board Member Campbell moved to adjourn at 6:44 pm. Seconded by Board Member Lund. The motion carried with five (5) yeas (Board Members Campbell, Hafner, Lind, Lund, and McCullough) and no nays.

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President

## **COON CREEK WATERSHED DISTRICT SPECIAL BOARD OF MANAGERS' MEETING**

The Board of Managers of the Coon Creek Watershed District held a special meeting on Monday, December 15, 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 Jason Lund

Absent Board Member: Dwight McCullough.

Staff Present: Jon Janke, Corinne Elfelt

Via Video Conference: Michelle Ulrich, Erik Bye

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

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

### **POLICY ITEMS**

#### **3. Interim Administrator Compensation**

Board Chair Hafner acknowledged the appointment of Jon Janke as Interim Administrator of Coon Creek Watershed District at the regular Board Meeting on December 8, 2025. At that time, a compensation change was not made for the additional efforts and responsibilities of Mr. Janke during the transition period up to December 31, 2025, when Tim Kelly's resignation becomes effective.

Hafner stated the hiring subcommittee had met and discussed a compensation increase to begin on December 9, 2025, until a permanent Administrator replacement had been hired. This subcommittee's recommendation was to increase Mr. Janke's compensation retroactively to the 2025 Grade Scale grade 15, Step 1 effective December 9, 2025.

Hearing no further discussion, Board Member Lund moved to Approve an increase in Mr. Janke's compensation retroactively to December 9, 2025, to the 2025 Grade Scale, Grade 15, Step 1. Seconded by Board Member Lind. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lind, Lund) and no nays.

#### **4. Review Candidates and Hire Offer for New District Administrator**

Hafner stated that hiring subcommittee had completed the interviews for the Administrator position and that the Board had been supplied with the interviewee's application and subcommittee's interview notes for their review. Hafner noted that the three interviewees had different strengths, interviewee #1 had the knowledge, skills and abilities desired of a new Administrator for Coon Creek Watershed District.

The hiring committee's recommendation was to hire Interviewee 1 at a starting rate of \$170,341 due to his previous experience, with a starting date of January 1, 2026. The District's Attorney was consulted to determine if the identity of the applicant could be revealed at this time. Ms. Ulrich indicated that the identity would now be considered

public information and therefore could be made known. Board Chair Hafner identified Interviewee #1 as Jon Janke.

Hearing no further discussion, Board Member Lund made a motion to hire Jon Janke as Coon Creek Watershed District Administrator effective January 1, 2026, at an annual salary of \$170,341. Seconded by Board Member Lind. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lind, Lund) and no nays.

A discussion regarding negotiating the compensation took place. The Board consensus was that if negotiations were needed, Board Member Campbell would be qualified to work with the applicant to finalize the compensation.

Board Member Lund made a motion to authorize Board Member Campbell to negotiate the compensation, if needed, to hire Jon Janke as Coon Creek Watershed District Administrator effective January 1, 2026. Seconded by Board Member Lind. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lind, Lund) and no nays.

#### **ADJOURNMENT**

Board Member Lund moved to adjourn at 5:47 pm. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lind, Lund) and no nays.

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President

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

**MEETING DATE:** January 12, 2026  
**AGENDA NUMBER:** 6  
**ITEM:** Administrator's Report

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**AGENDA:** Consent

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**REQUESTED ACTION:**

Receive report.

**ADMINISTRATOR'S EVALUATION**

**District Capacity and Capability**

The District currently possesses the required resources and is trained to undertake most of its legislative mission for which it is organized and designed.

The District can accomplish most required tasks to the required standard under most conditions. However, sustained effort may be at risk.

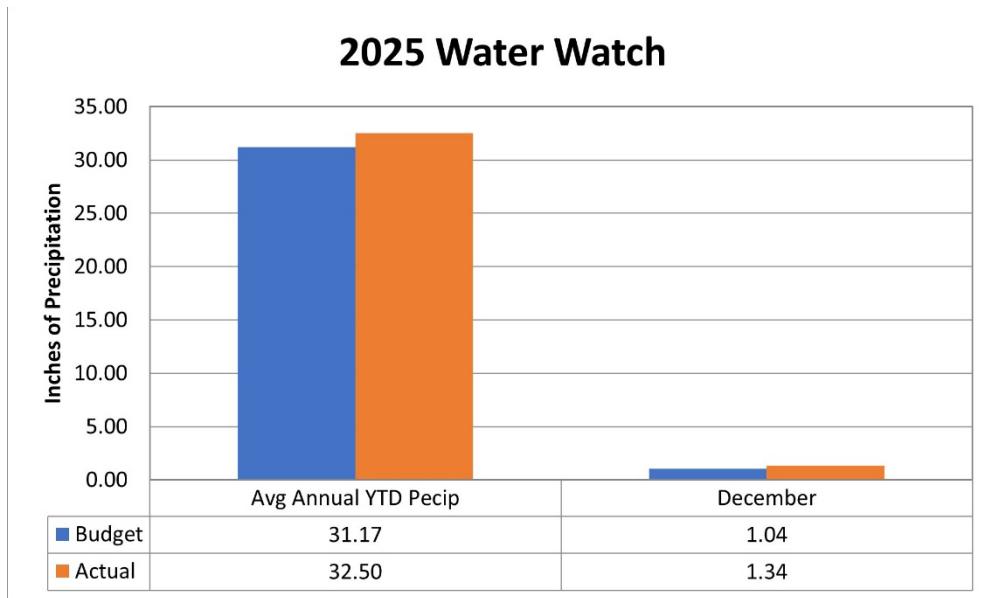
**MANAGEMENT SITUATION**

**Natural Environment**

The District averaged 1.34" of precipitation in the month of December. That leaves us 0.3" (20%) above average for the month and 1.3" (4%) above average for the year.

The 2025 growing season ended 2.6" (12%) above average. During the 2025 growing season, the District experienced minimal time under drought conditions, reaching Abnormally Dry conditions for only a few weeks at the end of the season.

Precipitation during most of the growing season was well above average, only to dwindle as winter approached. Currently, there is 6-10" of snow on the landscape with a snow to water equivalency of 1-2". Although it's early to predict springtime flood risk, the District is currently sitting comfortably. Long range precipitation forecasts show no strong signals of being above or below average at this time.



## Economic Environment

Net general fund revenues totaled \$2.1 billion in November, \$35 million (1.7%) more than forecast. Individual income tax, corporate franchise tax, and other revenues were all at or above forecast, while general sales tax revenues were slightly below. For fiscal year 2026, year-to-date receipts are now \$12.4 billion.

State general fund revenue reports for October–December 2025 will be included in Minnesota Management and Budget's January 2026 Revenue and Economic Update

## Management Environment

Agency	Status
Federal Government	<ul style="list-style-type: none"> <li>EPA proposed rule definition of “waters of the United States” (WOTUS) public comment period closed on January 5, 2026.</li> <li>The U.S. House passed the Standardizing Permitting and Expediting Economic Development (SPEED) Act aimed at streamlining federal permitting and environmental reviews.</li> <li>Federal Court Rules FEMA must reinstate BRIC Grant Program</li> </ul>
State Government	<ul style="list-style-type: none"> <li>Minnesota Governor Tim Walz has announced he will not be running for re-election to a third term in the November 2026 election.</li> </ul>
Minnesota DNR	<ul style="list-style-type: none"> <li>No report</li> </ul>
Minnesota Pollution Control Agency	<ul style="list-style-type: none"> <li><a href="#">MS4 General Permit reissuance pre-public notice draft permit</a> available for review and comment through 1/30/2026</li> <li>The South Metro Mississippi River TSS TMDL and the Lake Pepin/Mississippi River Eutrophication TMDL were adjusted to reflect newly regulated MS4 areas from the 2020 Census.</li> </ul>
Minnesota Watersheds	<ul style="list-style-type: none"> <li>Coordinating on MS4 comment deadline extension.</li> <li>Annual dues paid</li> </ul>

## COLLABORATOR ACTIONS CAPACITY AND CAPABILITY

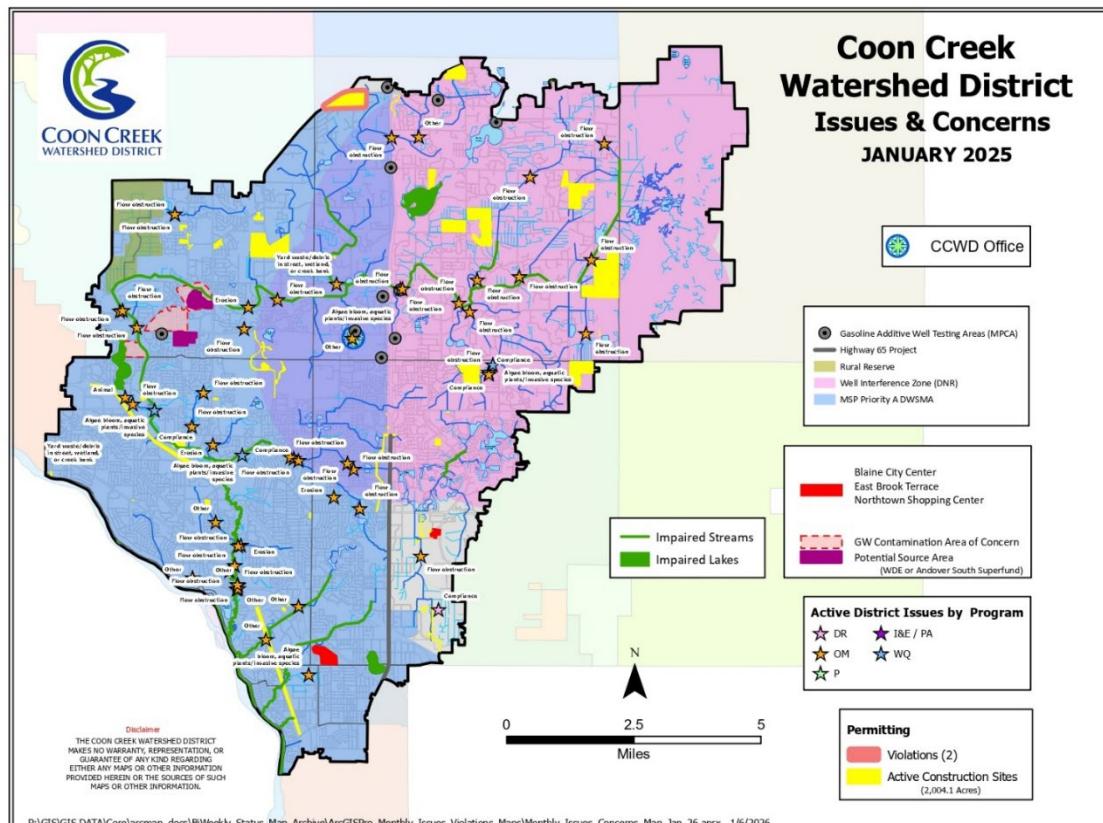
Collaborator	Description
Anoka County	<ul style="list-style-type: none"> <li>Public comment closed on 12/26/2025 on updated draft Hazard Mitigation Plan.</li> </ul>
Cities	<ul style="list-style-type: none"> <li>Adopted 2026 tax levies ranging from 2.0-9.9% over 2025</li> </ul>
Regional Partners	<ul style="list-style-type: none"> <li>Coordinating with metro Watershed Districts to offer support to continue MPCA chloride reduction efforts</li> </ul>

## PROBLEMS, ISSUES, AND CONCERNS

### Strategic Issues and Concerns

- State Regulatory Inconsistency and Unevenness:**
  - Staff continue to monitor areas where state program implementation varies and assess potential implications for District permitting and project coordination.
- Minneapolis & St Paul Drinking Water Supply Area - Surface Water.**
  - No report

### Operational Issues and Concerns

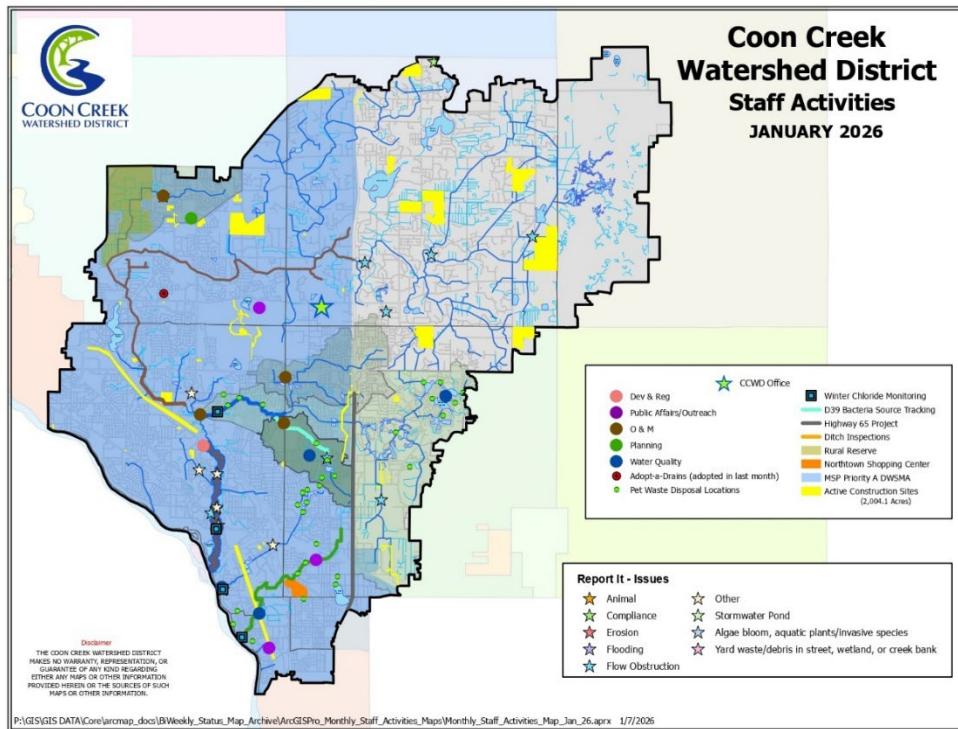


## STAFF ACTIVITIES

### Strategic Management Activities

- 1) **Goal: To Keep Comp Plan Current:** Following Board adoption of the minor amendment at the last meeting, the updated plan has been distributed to all required agencies.
- 2) **Administrator Transition:** Administrator transition completed smoothly January 1. Operations are stabilized, 2026 program workplans are underway, and internal adjustments are being introduced gradually based on need, priority, and staff capacity.
- 3) **Chloride reduction initiatives:** The District is participating in a Grit Gritty campaign this winter to provide a limited supply of free grit through local Frattalone Hardware Stores to raise awareness of salt alternatives and gain insights on local resident salt application practices. The campaign has been successful, with early snow driving strong demand for salt alternatives and program grit supplies were fully used. January is the final month, and planning for next year is underway.
- 4) **Ditch 39 Flood Modeling and Planning:** Staff applied for a \$177,236 MPCA planning grant (including a 10% local match) to expand flood modeling and planning in the Ditch 39 subwatershed. The project leverages existing District funds and responds to recent city needs.

### Operations Activities



## **DISTRICT CAPACITY AND CAPABILITY**

### **Equipment:**

- Equipment On Hand: Good condition
- Field and Hard Asset Condition:
  - Field assets are performing as expected
- Scheduled Equipment Purchases:
  - Annual water quality equipment repair and replacements
  - Ford Ranger bed liner and topper installation

### **Facilities**

- Winter rain resulted in sheet ice developing over parking lot. Required several days to clear.

### **Training**

- Minnesota Erosion Control Association Annual Conference
- SAFL Webinar Stormwater reduction and pollutant sourcing from urban trees
- Sensible Land Use Coalition 2026 Housing Market Update

### **Staffing:**

- Compliment & Strength: 12.8 FTEs
- Vacancies/New Hires: Evaluating program workplans to assess staffing needs and solutions
- Project Manager/Watershed Restoration & Protection Coordinator: Position has been posted; applications are due January 27.

### **Sustaining:**

- Staff are processing annual memberships and insurance renewals to maintain organizational services and program support.
- Stantec is managing temporary staff availability changes. Coordination remains effective for now, and staff are monitoring the situation in case scheduling impacts emerge.

### **Benefits**

- Short Term Disability Insurance was discontinued effective 1/1/2026 with the advent of MN Paid Family & Medical Leave (MN PFML)

### **Budget & Financials**

- The NKE Grant agreement approved by the board was executed by the administrator to secure Federal funds.
- Staff are evaluating options to enable applicants to pay fees directly through the District website.
- The Board adopted permit review and inspection fee schedule went into effect 1/1/26.

## Coon Creek Watershed District

### CCWD - Budget Report

As of Date: 12/31/2025

	Year Ending 12/31/2025	Year To Date 12/31/2025			Variance YTD
	CCWD 2025 Budget	CCWD 2025 Budget	Actual Expenses YTD		
Revenue					
Property Taxes	6,189,240.00	6,189,240.00	6,091,419.27	97,820.73	-2%
Fees & Charges	298,423.00	298,423.00	189,633.64	108,789.36	-36%
Grants	2,566,549.00	2,566,549.00	803,614.90	1,762,934.10	-69%
Other Revenue	115,000.00	115,000.00	180,103.90	(65,103.90)	57%
<b>Total Revenue</b>	<b>9,169,212.00</b>	<b>9,169,212.00</b>	<b>7,264,771.71</b>	<b>1,904,440.29</b>	<b>-21%</b>
Expense					
Salaries & Benefits	2,414,928.00	2,414,928.00	2,052,240.70	362,687.30	-15%
Professional Services	489,487.00	489,487.00	385,274.44	104,212.56	-21%
Operating Expenses	314,577.00	314,577.00	211,193.27	103,383.73	-33%
Program Expense	5,864,452.00	5,864,452.00	2,517,959.31	3,346,492.69	-57%
Capitalized Expenses	198,174.00	198,174.00	125,083.34	73,090.66	-37%
<b>Total Expense</b>	<b>9,281,618.00</b>	<b>9,281,618.00</b>	<b>5,291,751.06</b>	<b>3,989,866.94</b>	<b>-43%</b>

Created on : 01/07/2026 1:07 PM PST

## Coon Creek Watershed District

### Cash Balance

As of Date: 12/31/2025

	Escrow Fund	General Fund	All Funds
	Month Ending	Month Ending	Month Ending
	12/31/2025	12/31/2025	12/31/2025
<b>Cash and Cash Equivalents</b>			
Cash	1,545,835.12	(1,981,560.69)	(435,725.57)
Petty Cash	0.00	250.00	250.00
Investment Account	20,570.00	7,229,471.76	7,250,041.76
<b>Total Cash and Cash Equivalents</b>	<b>1,566,405.12</b>	<b>5,248,161.07</b>	<b>6,814,566.19</b>

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December started with an operational fund balance of approximately \$2,730,411.49

Change in net cash position was + \$2,517,750

Balance of the escrow trust fund is \$1,571,013.55

Twelve months into the fiscal year, the budget variance is -22% less than planned

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

**MEETING DATE:** January 12, 2025

**AGENDA NUMBER:** 7

**ITEM:** Advisory Committees Report

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**AGENDA:** Policy Discussion Information

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**ACTION REQUESTED**

Receive Report

**BACKGROUND**

The Citizen Advisory Committee (CAC) and the Technical Advisory Committee (TAC) did not meet in the month of December.

- The next CAC meeting is scheduled: January 14th at 4:30 p.m. hybrid with Zoom.
- The next TAC meeting is scheduled: January 8th at 8:30 a.m. hybrid with Zoom.

**ISSUES/CONCERNS**

**Citizen Advisory Committee (CAC)**

The CAC did not meet in the month of December

**Technical Advisory Committee (TAC)**

The TAC did not meet in the month of December

**RECOMMENDATION**

Receive the report.

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

**MEETING DATE:** January 12, 2026

**AGENDA NUMBER:** 8

**ITEM:** Bills to Be Paid

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**FISCAL IMPACT:** Budgeted

**POLICY IMPACT:** Policy

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**REQUEST**

Approve bills

**BACKGROUND**

Claims totaling \$249,849.86 for December 30, 2025, and \$102,392.94 for January 12, 2026 on the following disbursement(s) list will be issued and released upon Board approval.

<b>Vendor</b>	<b>Amount</b>
V0008--US BANK	17,027.30
V0015--ANOKA COUNTY MN	6,689.60
V0044--HAMLINE UNIVERSITY	18,000.00
V0096--RANDY WESP EXCAVATING LLC	1,880.00
V0110--RESPEC COMPANY LLC	7,187.50
V0128--YTS COMPANIES LLC	7,962.50
V0128--YTS COMPANIES LLC	3,937.50
V0133--PACE ANALYTICAL SERVICES LLC	3,051.00
V0133--PACE ANALYTICAL SERVICES LLC	659.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	1,901.00
V0140--PETERSON, JULIE	41.31
V0165--BERG JOHNSON ASSOCIATES INC	7,352.00
V0195--STANTEC CONSULTING SERVICES INC	5,134.50
V0195--STANTEC CONSULTING SERVICES INC	9,212.50
V0195--STANTEC CONSULTING SERVICES INC	16,166.00
V0195--STANTEC CONSULTING SERVICES INC	7,211.25
V0195--STANTEC CONSULTING SERVICES INC	95,168.80
V0221--ABDO LLP	1,135.00
V0302--PETTY CASH C/O JULIE PETERSON	218.15
V0348--BLUE CROSS BLUE SHIELD OF MN	23,015.98
V0350--FIRST UNUM LIFE INSURANCE COMPANY	778.94
V0351--DELTA DENTAL OF MN	1,787.55
V0352--HEALTH EQUITY INC	69.80
V0352--HEALTH EQUITY INC	33.35
V0352--HEALTH EQUITY INC	803.06
V0352--HEALTH EQUITY INC	314.80
V0352--HEALTH EQUITY INC	501.80
V0352--HEALTH EQUITY INC	780.00
V0360--PAYLOCITY	538.99
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,363.41
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	1,241.09
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,460.00
V0369--JAMES HAFNER	186.20
V0388--HATTIE HILLUKKA	39.98
	<b>249,849.86</b>

Company name: Created on:	Coon Creek Watershed District 12/23/2025	Bill number:	Date:	Fund name:	Department name:	Account:	Capital Project ID:	Grant ID:	Transaction amount:	Memo	
<b>0973569-001</b>											
		0973569-001	12/19/2025	General Fund	Water Quality	60715			32.11	JNN-26 LIFE/INS/WD	
		0973569-001	12/19/2025	General Fund	Administration	61050			300.00	JNN-26 LIFE/INS	
		0973569-001	12/19/2025	General Fund	Administration	61050			116.35	JNN-26 LIFE/INS	
		0973569-001	12/19/2025	General Fund	Administration	61050			73.30	JNN-26 STD/INS	
		0973569-001	12/19/2025	General Fund	Administration	61050			103.30	JNN-26 STD/ADM	
		0973569-001	12/19/2025	General Fund	Operations & Maintenance	60715			33.66	JNN-26 LIFE/INS/OM	
		0973569-001	12/19/2025	General Fund	Watershed Development	60715			20.71	JNN-26 LIFE/INS/WD	
<b>Sum for 0973569-001</b>											
<b>12192025</b>											
		2192025	12/19/2025	General Fund	Public & Governmental Affairs	60715			25.00	12192025 MHS/SPHL/PLR	
		2192025	12/19/2025	General Fund	Administration	60715			600.00	12192025 MHS/SPHL/ADM	
		2192025	12/19/2025	General Fund	Watershed Development	60715			150.00	12192025 MHS/SPHL/WD	
		2192025	12/19/2025	General Fund	Operations & Maintenance	60715			100.00	12192025 MHS/SPHL/OM	
		2192025	12/19/2025	General Fund	Water Quality	60715			385.00	12192025 MHS/SPHL/WQ	
		2192025	12/19/2025	General Fund	Planning	60715			200.00	12192025 MHS/SPHL/PLAN	
<b>Sum for 12192025</b>											
<b>2490547</b>											
		2490547	11/27/2025	General Fund	Watershed Development	63246			5,124.50	PROJ227707628 WCA/NOV/25	
<b>Sum for 2490547</b>											
<b>2491963</b>											
		2491963	12/3/2025	General Fund	Operations & Maintenance	63246	PROJ25-403		697.50	PROJ227707628 WCA/GEN/ENGR/11/25	
		2491963	12/3/2025	General Fund	Operations & Maintenance	63246	PROJ25-402		3,213.50	PROJ227707628 UNIV/RETRO/11/25	
		2491963	12/3/2025	General Fund	Operations & Maintenance	63246	PROJ25-404		1,630.00	PROJ227707628 CC/131STO/MAN/11/25	
		2491963	12/3/2025	General Fund	Operations & Maintenance	63246	PROJ25-402		3,070.00	PROJ227707628 CMF/CAB/GEOL/STUDY/11/25	
<b>Sum for 2491963</b>											
<b>2491964</b>											
		2491964	12/3/2025	General Fund	Watershed Development	63246			16,166.00	PROJ227707628 PERM/IN/NOV/25	
<b>Sum for 2491964</b>											
<b>2491965</b>											
		2491965	12/3/2025	General Fund	Administration	63246			116.25	PROJ227707628 WCA/GEN/ENGR/11/25	
		2491965	12/3/2025	General Fund	Water Quality	63246	PROJ25-508		902.00	PROJ227707628 UNIV/RETRO/11/25	
		2491965	12/3/2025	General Fund	Water Quality	63246	PROJ25-510	C25-001-M	1,271.00	PROJ227707628 WCA/GEN/ENGR/11/25	
		2491965	12/3/2025	General Fund	Water Quality	63246	PROJ24-516		4,619.14	PROJ227707628 PC/ML/IN/11/25	
<b>Sum for 2491965</b>											
<b>2492812</b>											
		2492812	12/3/2025	General Fund	Administration	63246			12,000.00	PROJ227707627 C/STRE/CON/11/25	
		2492812	12/3/2025	General Fund	Operations & Maintenance	63246	PROJ25-402		2,092.50	PROJ227707627 2/OPN/ENGR/11/25	
		2492812	12/3/2025	General Fund	Planning	63246			2,126.00	PROJ227707627 PLAN/GEN/ENGR/11/25	
		2492812	12/3/2025	General Fund	Water Quality	63246	PROJ24-523	C25-001-M	1,864.00	PROJ227707627 SNC/OUTLET/11/25	
		2492812	12/3/2025	General Fund	Water Quality	63246	PROJ24-503		2,020.00	PROJ227707627 SNC/OUTLET/11/25	
		2492812	12/3/2025	General Fund	Water Quality	63246	PROJ24-503		24,795.75	PROJ227707627 CSDH/ SWA/11/25	
		2492812	12/3/2025	General Fund	Water Quality	63246	PROJ24-303		15,120.00	PROJ227707627 CSDH/ SWA/11/25	
		2492812	12/3/2025	General Fund	Water Quality	63246	PROJ24-303	C22-003	10,459.50	PROJ227707627 CSDH/ SWA/11/25	
		2492812	12/3/2025	General Fund	Water Quality	63246	PROJ24-303	C22-003	7,061.75	PROJ227707627 CSDH/ SWA/11/25	
		2492812	12/3/2025	General Fund	Water Quality	63246	PROJ25-307		6,700.00	PROJ227707627 CSDH/ SWA/11/25	
		2492812	12/3/2025	General Fund	Water Quality	63246	PROJ25-307		5,215.75	PROJ227707627 MODEL/PILOT/UNGR/11/25	
		2492812	12/3/2025	General Fund	Water Quality	63246	PROJ25-307		3,205.00	PROJ227707627 WCA/GEN/ENGR/11/25	
		2492812	12/3/2025	General Fund	Water Quality	63246	PROJ25-307		3,025.00	PROJ227707627 WCA/GEN/ENGR/11/25	
		2492812	12/3/2025	General Fund	Water Quality	63246	PROJ25-307		1,524.00	PROJ227707627 CSDH/ SWA/11/25	
<b>Sum for 2492812</b>											
<b>25 REIMB</b>											
		HATTIE HILLIKA	10/15/2025	General Fund	Administration	61148			39.00	2025 REIMB/WINTER/LOV/REIM/	
		JANICE HILLIKA	10/15/2025	General Fund	Administration	61148			189.00	2025 REIMB/WINTER/LOV/REIM/	
		PETERSON, JILLIE	12/15/2025	General Fund	Administration	61475			22.33	2025 MILEAGE/REIMB/	
		PETERSON, JILLIE	12/15/2025	General Fund	Administration	61475			18.00	2025 TKA/ENR-HOUSE/REIMB	
<b>Sum for 25 REIMB</b>											
<b>25100506982</b>											
		PACE ANALYTICAL SERVICES LLC	25100506982	12/9/2025	General Fund	Water Quality	61549	PROJ24-513		3,051.00	STREET SWEEPS/TESTING
<b>Sum for 25100506982</b>											
<b>25100507622</b>											
		PACE ANALYTICAL SERVICES LLC	25100507622	12/16/2025	General Fund	Operations & Maintenance	61549	PROJ25-404		659.00	PROJ210706069 SAMPLING
<b>Sum for 25100507622</b>											
<b>25120201766</b>											
		BLUE CROSS BLUE SHIELD OF MN	251202021766	12/7/2025	General Fund	Planning	60722			15,52	JNN/2025 VISION/INS
		BLUE CROSS BLUE SHIELD OF MN	251202021766	12/7/2025	General Fund	Administration	21050			22,922.98	JNN/2026 HEALTH/INS
		BLUE CROSS BLUE SHIELD OF MN	251202021766	12/7/2025	General Fund	Planning	60722			35,00	JNN/2026 HEALTH/INS
		BLUE CROSS BLUE SHIELD OF MN	251202021766	12/7/2025	General Fund	Watershed Development	60722			20.90	JNN/2026 VISION/INS
		BLUE CROSS BLUE SHIELD OF MN	251202021766	12/7/2025	General Fund	Operations & Maintenance	60722			25.62	JNN/2026 VISION/INS
		BLUE CROSS BLUE SHIELD OF MN	251202021766	12/7/2025	General Fund	Administration	60722			23,015.98	JNN/2026 VISION/INS
<b>Sum for 251202021766</b>											
<b>256</b>											
		RANDY/WESP EXCAVATING LLC	256	12/17/2025	General Fund	Operations & Maintenance	61549	PROJ24-401		1,880.00	25 NON/ROUT/MAINT/D4-7/IS225-128
<b>Sum for 256</b>											
<b>22PM120</b>											
		HEALTH+EQUITY INC	22PM120	12/10/2025	General Fund	Administration	60713			33.35	DEC/2025 FEES
<b>Sum for 22PM120</b>											
<b>40472</b>											
		YTS COMPANIES LLC	40472	12/4/2025	General Fund	Operations & Maintenance	61549	PROJ25-401		2,800.00	25 NON/ROUT/MAINT/D4-7/IS225-111/25
		YTS COMPANIES LLC	40472	12/4/2025	General Fund	Operations & Maintenance	61251	PROJ25-400		5,162.50	25 DRM/SD7/REPAIR/IS225-021
<b>Sum for 40472</b>											
<b>40528</b>											
		YTS COMPANIES LLC	40528	12/23/2025	General Fund	Operations & Maintenance	61549	PROJ25-401		2,012.50	25 NON/ROUT/MAINT/IS225-255-256
		YTS COMPANIES LLC	40528	12/23/2025	General Fund	Operations & Maintenance	61251	PROJ25-400		1,025.00	25 DRM/SD7/REPAIR/IS225-256-021
<b>Sum for 40528</b>											
<b>515734</b>											
		ASDOLLP	515734	11/30/2025	General Fund	Administration	63052			1,135.00	ACCT300036 WSP/ML/NOV/25
<b>Sum for 515734</b>											
<b>52ASBSP-P</b>											
		HEALTH+EQUITY INC	52ASBSP-P	12/9/2025	General Fund	Operations & Maintenance	60713			69.00	HE/DCP/DEC/DEDUCTIONS
<b>Sum for 52ASBSP-P</b>											
<b>CCWD-0225-3</b>											
		ANOKA COUNTY MN	CCWD-0225-3	12/16/2025	General Fund	Administration	60713			6,659.00	HRA/PAYMENTS/NOV/25
<b>Sum for CCWD-0225-3</b>											
<b>CIV-2934</b>											
		HAMLINE UNIVERSITY	CIV-2934	12/16/2025	General Fund	Public & Governmental Affairs	61549	PROJ24-619		18,000.00	18/000000 COVID/INTERACTIVE/EXHIBITS

Vendor	Amount
V0010--A1 FLOOR AND CARPET CARE	1,119.30
V0015--ANOKA COUNTY MN	3,301.62
V0054--MICHELLE J ULRICH PA	3,668.75
V0056--MINNESOTA WATERSHEDS	12,500.00
V0111--WELL GROOMED LAWNS INC	1,434.00
V0221--ABDO LLP	412.50
V0242--METRO I NET	7,330.00
V0352--HEALTH EQUITY INC	58,268.99
V0352--HEALTH EQUITY INC	33.35
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	7,383.86
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,215.00
V0419--LaMetry's Collision	2,356.25
V0420--VALVOLINE LLC	3,369.32
	<b>102,392.94</b>

Company name:	Coon Creek Watershed District	Bill number	Date	Fund name	Department name	Account	Capital Project ID	Grant ID	Transaction amount	Memo
Created on:	1/8/2026									
1022026										
MINNESOTASTATERETIREMENTSYSTEM	01022026	1/5/2026	General Fund	Administration	60718				300.00	01022026MSRSPYRL
MINNESOTASTATERETIREMENTSYSTEM	01022026	1/5/2026	General Fund	Planning	60718				200.00	01022026MSRSPYRL
MINNESOTASTATERETIREMENTSYSTEM	01022026	1/5/2026	General Fund	Watershed Development	60718				150.00	01022026MSRSPYRL
MINNESOTASTATERETIREMENTSYSTEM	01022026	1/5/2026	General Fund	Operations & Maintenance	60718				105.00	01022026MSRSPYRL
MINNESOTASTATERETIREMENTSYSTEM	01022026	1/5/2026	General Fund	Water Quality	60718				435.00	01022026MSRSPYRL
MINNESOTASTATERETIREMENTSYSTEM	01022026	1/5/2026	General Fund	Public & Governmental Affairs	60718				25.00	01022026MSRSPYRL
<b>Sumfor01022026</b>									<b>1,215.00</b>	
0126CCWD										
A1 FLOORANDCARPETCARE	0126CCWD	12/30/2025	General Fund	Administration	61105				1,119.30	JAN2026 CLEANINGSERVICE
<b>Sumfor0126CCWD</b>									<b>1,119.30</b>	
100										
MINNESOTAWATERSHEDS	100	10/29/2025	General Fund	Administration	61557				12,500.00	2026MBSPMN WATERSHEDS
<b>Sumfor100</b>									<b>12,500.00</b>	
27327										
WELL GROOMEDLAWNSINC	27327	12/31/2025	General Fund	Administration	61250				1,434.00	PLOWINGDEC2025
<b>Sumfor27327</b>									<b>1,434.00</b>	
3192										
METROINET	3192	1/1/2026	General Fund	Administration	63066				7,330.00	JAN2026 IT SERVICES
<b>Sumfor3192</b>									<b>7,330.00</b>	
517060										
ABDO LLP	517060	12/31/2025	General Fund	Administration	63052				412.50	CLIENT300036SI CONSULTINGDEPOSITISSUE
<b>Sumfor517060</b>									<b>412.50</b>	
Dec-25										
MICHELLEJULRICHPA	DEC2025	1/2/2026	General Fund	Administration	63453				3,668.75	LEGAL-DEC2025
<b>SumforDEC2025</b>									<b>3,668.75</b>	
HWY2025WD										
ANOKACOUNTYM	HWY2025WD	12/30/2025	General Fund	Public & Governmental Affairs	61549	PROJ25-603			3,301.62	2025 CREEK/ DITCH SIGNAGE
<b>SumforHWY2025WD</b>									<b>3,301.62</b>	
IXXT00N										
HEALTHEQUITYINC	IXXT00N	12/30/2025	General Fund	Administration	60713				307.69	011226HEHSAEE CONTRIBUTIONS
HEALTHEQUITYINC	IXXT00N	12/30/2025	General Fund	Planning	60713				144.23	011226HEHSAEE CONTRIBUTIONS
HEALTHEQUITYINC	IXXT00N	12/30/2025	General Fund	Water Quality	60713				144.00	011226HEHSAEE CONTRIBUTIONS
HEALTHEQUITYINC	IXXT00N	12/30/2025	General Fund	Administration	60713				57,500.00	011226HEHSAEE CONTRIBUTIONS
HEALTHEQUITYINC	IXXT00N	12/30/2025	General Fund	Public & Governmental Affairs	60713				73.07	011226HEHSAEE CONTRIBUTIONS
HEALTHEQUITYINC	IXXT00N	12/30/2025	General Fund	Watershed Development	60713				100.00	011226HEHSAEE CONTRIBUTIONS
<b>SumforIXXT00N</b>									<b>58,268.99</b>	
PAN23-049										
VALVOLINELLC	PAN23-049	1/12/2026	General Fund	Watershed Development	53191				959.32	REMBW/REF-VALVOLINEBLAINE
VALVOLINELLC	PAN23-049	1/12/2026	Escrow Fund	Administration	24210				2,410.00	RESCROW/REF-VALVOLINEBLAINE
<b>SumforPAN23-049</b>									<b>3,369.32</b>	
PAN24-035										
LaMetry's Collision	PAN24-035	1/12/2026	Escrow Fund	Administration	24210				2,356.25	ESCROW/REF-LAMETTRYSCOLLISION SITE IMPVMTS
<b>SumforPAN24-035</b>									<b>2,356.25</b>	
SOMPER000832235										
PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	SOMPER000832235	1/2/2026	General Fund	Administration	21050				7,383.86	01022026 PERAPYRL
<b>SumforSOMPER000832235</b>									<b>7,383.86</b>	
V5WRDN										
HEALTHEQUITYINC	V5WRDN	1/1/2026	General Fund	Administration	60713				33.35	JAN2026 HSA FEES
<b>SumforV5WRDN</b>									<b>33.35</b>	
<b>SumTotal</b>									<b>102,392.94</b>	

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

**MEETING DATE:** January 12, 2026  
**AGENDA NUMBER:** 9  
**ITEM:** Designation of Depository

---

**AGENDA:** Policy

---

**BACKGROUND**

The District is required to disclose its official depository. In 1999, the District transferred its remaining funds to the US Bank for investment into the Minnesota Association of Governments Investing for Counties (MAGIC) fund.

**ACTION REQUESTED**

Adopt Resolution 2026-01 designating the US Bank as the official depository.

**COORDINATION**

None required.

**PERTINENT FACTS**

1. Minnesota Statutes 103D.351 requires the District to report its financial transactions.
2. Minnesota Statutes 103D.925 authorizes the District to issue warrants for payment of contracts and general expenses.

**ISSUES/CONCERNS/RISKS**

Investments: The MAGIC fund was formed in part to deal with both the restraints and constraints of investing public funds.

**OPTIONS FOR ACTIONS**

1. Designate US Bank
2. Table for additional information
3. Suggest and act on an alternative.

**CONCLUSION**

US Bank and the MAGIC fund provide the assurance the District funds are invested in a manner consistent with current restrictions on public funds, is coordinated with Anoka County and therefore facilitates the District's annual audit.

**RECOMMENDATION**

Adopt Resolution 2026-01 DESIGNATING THE US BANK AS THE OFFICIAL DEPOSITORY.

**ACTION & IMPLEMENTATION STEPS**

1. Adopt the Resolution

*Board Member \_\_\_\_\_ moves to adopt resolution 2026-01 designation the US bank as the official depository of the Coon Creek Watershed District. Seconded by Board Member \_\_\_\_\_.*

**RESOLUTION 2026-01**  
**DESIGNATING THE US BANK AS THE OFFICIAL DEPOSITORY**

WHEREAS, The Coon Creek Watershed District is authorized and formed under Minnesota Statutes 103D, and

WHEREAS, Minnesota Statutes 103D.351 requires the District to report its financial transactions, and Minnesota Statutes 103D.925 authorizes the District to issue warrants for payment of contracts and general expenses, and

WHEREAS, To accomplish both payment, and reporting the District must have a depository for its funds.

THEREFORE, BE IT RESOLVED THAT, The US Bank is the Official depository of the Coon Creek Watershed District.

**Board Member \_\_\_\_\_ moved to adopt Resolution 2026-01 designating the US Bank as the official depository. Seconded by Board Member \_\_\_\_\_.**

Upon a vote, there were \_\_\_\_\_ yeas and \_\_\_\_\_ Nays as follows:

	Yea	Nay	Absent	Abstain
Hafner				
Lind				
Lund				
Campbell				
McCullough				

**Date: January 12, 2026**

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**CCWD Board President**

**Date: January 12, 2026**

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

**MEETING DATE:** January 12, 2026  
**AGENDA NUMBER:** 10  
**ITEM:** CCWD Official Papers

---

**AGENDA:** Policy

---

**BACKGROUND**

Historically, the Coon Creek Watershed District (CCWD) has designated the ABC newspapers, the Union Herald (Andover - Coon Rapids) and The Life (Blaine-Spring Lake Park-Fridley), as the newspapers where legal notices pertaining to the Coon Creek Watershed District are published to ensure broad coverage to CCWD constituents.

**ACTION REQUESTED**

Adopt a resolution 2026-02 designating the ABC newspapers, Anoka Union-Herald and The Life, as the official newspapers of the Coon Creek Watershed District.

**COORDINATION**

None required

**PERTINENT FACTS**

As a local unit of government, the CCWD is required to publish printed legal notices in a designated Official Newspaper. According to MN statutes, the notices shall be published in counties affected by the watershed district and/or a newspaper of general circulation in the watershed management organization area.

**ISSUES/CONCERNS/RISKS**

1. **Note:** We also publish our legal notices on our website for the same duration and in the same format as the newspapers.

**OPTIONS FOR ACTIONS**

1. Designate identified papers
2. Table pending clarification
3. Review and discuss proposed alternative

**CONCLUSION**

The papers listed meet the statutory requirements.

**RECOMMENDATION**

Designate the ABC newspapers, Anoka Union-Herald and The Life, as the official newspapers of the Coon Creek Watershed District.

**RESOLUTION 2026-02**  
**DESIGNATING THE ABC NEWS AS THE OFFICIAL NEWSPAPERS**

**WHEREAS**, The Coon Creek Watershed District is authorized and formed under Minnesota Statutes 103D, and

**WHEREAS**, Minnesota Statutes 103D requires that under certain circumstances, the CCWD notice its meetings, hearings, and decisions, and

**WHEREAS**, the requirement and the CCWD goal of keeping the public informed is best served by always Noticing CCWD information in a specified source(s),

**BE IT RESOLVED THAT**, the ABC Newspapers Union Herald and The Life are designated as the official newspapers of the Coon Creek Watershed District where all legal notices pertaining to the Business of the District will be published.

**BE IT FURTHER RESOLVED THAT**, in addition to publishing its legal notices in the above official newspapers, the CCWD will also post its legal notices on the CCWD Website to facilitate public access to this information. The CCWD will post the legal notices in the same format and for the same period of time or longer as required for publication in the official newspapers.

**Board Member \_\_\_\_\_ moved to adopt Resolution 2026-02 designating ABC News as the official newspapers for Coon Creek Watershed District. Seconded by Board Member\_\_\_\_\_.**

Upon a vote, there were \_\_\_\_\_ yeas and \_\_\_\_\_ Nays as follows:

	Yea	Nay	Absent	Abstain
Hafner				
Lind				
Lund				
Campbell				
McCullough				

**Date: January 12, 2026**

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**CCWD Board President**

**Date: January 12, 2026**

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

**MEETING DATE:** January 12, 2026

**AGENDA NUMBER:** 11

**ITEM:** Designation of Fund Equity

**AGENDA:** Policy

**BACKGROUND**

The State Auditor recommends that the District maintain an unreserved Fund Balance of approximately 35% to 50% of Operating Revenue or no less than five (5) months (21%) of operating expenditures.

**ACTION REQUESTED**

Designate fund equities of \$2,180,758

**COORDINATION**

Amount presented is the minimum in the range recommended in the 2024 audit of District funds.

**PERTINENT FACTS**

**Year End Fund Balances**

	<b>2023</b>	<b>2024</b>	<b>2025</b>
General & 509 Fund	\$1,674,493	\$3,064,009	\$6,814,556
Designated Fund Equity	\$ 1,126,020	\$998,248	\$2,180,758

**ISSUES/CONCERNS/RISKS**

<b>Guideline</b>	<b>Amount</b>
2026 Operating Budget	\$10,384,562
35% of Operating Revenue	\$3,634,596
50% of Operating Revenue	\$5,192,281
5 months (21%) Operating Expenditures	\$2,180,758

**OPTIONS FOR ACTIONS**

1. Adopt
2. Table pending clarification(s)
3. Review and act on an alternative proposal

**CONCLUSION**

The 5-month operating alternative of \$2,180,758 is the least cost option.

**RECOMMENDATION**

Designate \$2,180,758 for Fund equity.

**RECOMMENDED MOTION**

Board member \_\_\_\_\_ moves to designate \$ \_\_\_\_\_ for fund equity. Seconded by Board member \_\_\_\_\_.

**ACTION & IMPLEMENTATION STEPS**

1. Motion to designate \$2,180,758 for fund equity
2. Staff will manage fund balances to ensure this minimum balance

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

**MEETING DATE:** January 12, 2026  
**AGENDA NUMBER:** 12  
**ITEM:** 2026 Mileage Rate

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**AGENDA:** Policy

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**BACKGROUND**

The State Auditor has recommended that the Board explicitly adopt mileage rates effective for the year.

**ACTION REQUESTED**

Board adoption of 2026 Mileage rate of \$0.725/mile

**COORDINATION**

Recommendation of State Auditor

**PERTINENT FACTS**

Effective January 1, 2026, the IRS reimbursement mileage rate is \$0.725 per mile.

**ISSUES/CONCERNS/RISKS**

The standard mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on variable costs.

**OPTIONS FOR ACTIONS**

1. Use standard rate of \$0.725.
2. Calculate the actual costs of using their vehicle rather than using the standard mileage rates.
3. Combination of standard rate and actual costs: Use the standard mileage rate but must opt to use it in the first year the car is available for business use. Then, in later years, choose either the standard mileage rate or actual expenses.

**CONCLUSION**

Standard rates are the most efficient and effective alternative for reimbursing employees.

**RECOMMENDATION**

Adopt standard rate of \$0.725/mile for reimbursement for use of personal vehicle.

**RECOMMENDED MOTION**

Board member \_\_\_\_\_ moves to adopt the standard IRS issued mileage rate for 2026; at the rate of \$0.725. Seconded by Board member \_\_\_\_\_.



# IRS sets 2026 business standard mileage rate at 72.5 cents per mile, up 2.5 cents

IR-2025-128, Dec. 29, 2025

WASHINGTON — The Internal Revenue Service today announced that the optional standard mileage rate for business use of automobiles will increase by 2.5 cents in 2026, while the mileage rate for vehicles used for medical purposes will decrease by half a cent, reflecting updated cost data and annual inflation adjustments.

Optional standard mileage rates are used to calculate the deductible costs of operating vehicles for business, charitable, and medical purposes. Additionally, the optional standard mileage rate may be used to calculate the deductible costs of operating vehicles for moving purposes for certain active-duty members of the Armed Forces, and now, under the One, Big, Beautiful Bill, certain members of the intelligence community.

Beginning Jan. 1, 2026, the standard mileage rates for the use of a car, van, pickup or panel truck will be:

- 72.5 cents per mile driven for business use, up 2.5 cents from 2025.
- 20.5 cents per mile driven for medical purposes, down a half cent from 2025.
- 20.5 cents per mile driven for moving purposes for certain active-duty members of the Armed Forces (and now certain members of the intelligence community), reduced by a half cent from last year.
- 14 cents per mile driven in service of charitable organizations, equal to the rate in 2025.

The rates apply to fully-electric and hybrid automobiles, as well as gasoline and diesel-powered vehicles.

While the mileage rate for charitable use is set by statute, the mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes, meanwhile, is based on only the variable costs from the annual study.

Under the law, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses, except for certain educator expenses. However, deductions for expenses that are deductible in determining adjusted gross income remain allowable, such as for certain members of a reserve component of the Armed Forces, certain state and local government officials, certain performing artists, and eligible educators. Alternatively, eligible educators may claim an itemized deduction for certain unreimbursed employee travel

expenses. In addition, only taxpayers who are members of the military on active duty or certain members of the intelligence community may claim a deduction for moving expenses incurred while relocating under orders to a permanent change of station.

Use of the standard mileage rates is optional. Taxpayers may instead choose to calculate the actual costs of using their vehicle.

Taxpayers using the standard mileage rate for a vehicle they own and use for business must choose to use the rate in the first year the automobile is available for business use. Then, in later years, they can choose to use the standard mileage rate or actual expenses.

For a leased vehicle, taxpayers using the standard mileage rate must employ that method for the entire lease period, including renewals.

Notice-2026-10 [PDF](#) contains the optional 2026 standard mileage rates, as well as the maximum automobile cost used to calculate mileage reimbursement allowances under a fixed-and variable rate plan. The notice also provides the maximum fair market value of employer-provided automobiles first made available to employees for personal use in 2026 for which employers may calculate mileage allowances using a cents-per-mile valuation rule or the fleet-average-valuation rule.

**⚠** *News items may not be updated after their release. Please verify the date before relying on the language.*

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

**MEETING DATE:** January 12, 2026  
**AGENDA NUMBER:** 13  
**ITEM:** Waiver of Liability Limits

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**AGENDA:** Policy

---

**PURPOSE**

Each year, the District must tell its insurance provider whether it will not waive the State liability limits (which keeps the State limits in place) or waive the State liability limits (which allows larger claims up to the full value of our insurance coverage).

**BACKGROUND**

State law sets maximum amounts that public agencies may be required to pay if someone is harmed and the agency is found legally responsible. Current limits are up to \$500,000 per person and up to \$1,500,000 per occurrence.

The League of Minnesota Cities Insurance Trust (LMCIT) provides the District's liability coverage. LMCIT requires the District to choose one of two options:

1. Not waive the limits. The State limits remain in place and a single claimant may receive no more than \$500,000.
2. Waive the limits. A claim may be paid up to the full amount of the District's insurance coverage.

This decision does not change whether the District's is covered by insurance. It determines the maximum amount that may be paid to a claim.

**COORDINATION**

Choosing the not waive option is consistent with League of Minnesota Cities Guidelines and is recommended by North Risk Partners, our insurance agent.

**OPTIONS FOR ACTIONS**

<b>Option</b>	<b>If the District:</b>	<b>Then, Maximum Claimant Recovery is:</b>
1	Does not waive	Up to \$500,000
2	Waives and does not purchase excess liability insurance coverage	Up to \$2,000,000
3	Waives & Purchases excess liability insurance coverage	Up to the amount of excess coverage purchased

### **ACTION & IMPLEMENTATION STEPS**

1. Approve a motion to either not waive or waive the monetary limits.
2. Inform insurance agent so the policy can be finalized.

### **RECOMMENDATION**

Approve the signing of LMCIT Liability Coverage Waiver Form indicating that the District does **NOT WAIVE** the monetary limits.

### **RECOMMENDED MOTION**

Board member \_\_\_\_\_ moves **NOT** to waive the statutory monetary liability limits as outlined in the waiver form from the League of Minnesota Cities Insurance Trust. Seconded by Board Member \_\_\_\_\_.

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

**MEETING DATE:** January 12, 2026  
**AGENDA NUMBER:** 14  
**ITEM:** MOU with City of Blaine for Bridgewater Filter

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**FISCAL IMPACT:** \$40,000  
**POLICY IMPACT:** Policy

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**REQUEST**

Authorize execution of a Memorandum of Understanding with the City of Blaine to earmark city funds for implementation of the Bridgewater Filter Project.

**PURPOSE AND SCOPE**

To enter into the attached agreement with the City of Blaine to formally secure the City's project funding commitment while a full Joint Powers Agreement (JPA) is developed.

**BACKGROUND**

Ditch 39 is a tributary to Sand Creek, which was added to Minnesota's 303(d) list of impaired waters for aquatic life impairments in 2006 due to macroinvertebrate and fish bioassessments and for aquatic recreation impairments in 2016 due to elevated levels of Escherichia coli (E. coli) bacteria. Excess total phosphorus (TP), total suspended solids (TSS), altered hydrology, and poor habitat were identified as the primary stressors to Sand Creek's biota. Pollutant loading allocations were established for TSS, TP, and E. coli as part of the CCWD Total Maximum Daily Load (TMDL) study approved in 2016 with a target year of 2045.

In 2024, the District prepared the Ditch 39 Subwatershed Plan in partnership with the City of Blaine, the City of Coon Rapids, and Anoka County. The plan identified a regional stormwater filtration project on public land as a cost-effective project to support TMDL goals. Feasibility designs, cost estimates, and geotechnical exploration were completed.

In 2024, the District was awarded a Clean Water Fund Projects and Practices grant in the amount of \$625,000 for the Bridgwater Regional BIESF project (Project).

At the June 17, 2024, annual Board tour the project was discussed.

At the September 14, 2025, Board meeting the Board approved the 2026 budget including the construction of the Project.

On December 15, 2025, the City of Blaine Council reviewed and executed the MOU.

## ISSUES/CONCERNS

**Secure Partner Funds** Blaine has confirmed funding availability but requested an agreement to formally earmark funds so they are not reallocated. The MOU formally secure the City's project funding commitment while a full Joint Powers Agreement (JPA) is developed.

**Project Funding:** The estimated maximum total Project cost is \$1,182,000. Cost allocation CWF Grant (\$625,000), CCWD (\$40,000), City of Blaine (\$400,000), City of Coon Rapids (\$95,000), Anoka County (\$22,000) and.

**Legal review:** This MOU has been reviewed by legal representatives for both parties and has been approved by City Council.

**Joint Powers Agreement:** A separate JPA with Blaine, Coon Rapids, and Anoka County will be developed to define roles for funding, construction, and post-construction maintenance.

## OPTIONS

1. Approve execution of the MOU with the City of Blaine
2. Table action until next meeting with statement of reason and need
3. Discontinue project advancement

## RECOMMENDATION

Approve execution of the MOU with the City of Blaine

## **MEMORANDUM OF UNDERSTANDING**

**THIS AGREEMENT** is made by and between the Coon Creek Watershed District, a metropolitan watershed district and political subdivision of the State of Minnesota, 13632 Van Buren St NE, Ham Lake, Minnesota 55304, hereinafter referred to as the "District", and the City of Blaine, a Minnesota municipal corporation, 10801 Town Square Drive NE, Blaine, Minnesota 55449, hereinafter referred to as the "City".

**WHEREAS**, the District and City share a common interest in improving water quality in Anoka County Ditch 39; and

**WHEREAS**, The District in cooperation with the City, intends to design and construct a biochar and iron enhanced sand filter project (Project), between the Park of Four Seasons in Blaine and the Bridgewater development pond in Coon Rapids, with the intent of reducing total phosphorus and E. coli loading in Anoka County Ditch 39 and in downstream Sand Creek, Coon Creek and the Mississippi River; and

**WHEREAS**, the District and City wish to enter into a Memorandum of Understanding to provide for the financing of the Project; and

**WHEREAS**, the District has established a concept design which is attached in Exhibit A and incorporated herein; and

**WHEREAS**, the District has estimated the total cost of completing the Project is \$1,182,000; and

**WHEREAS**, the District has established a table of funding sources for the Project, which is attached as Exhibit B and incorporated herein; and

**WHEREAS**, the City will reimburse the District for the construction cost of the Project up to but not to exceed \$400,000; and,

**WHEREAS**, the District and City believe it is in the best interests of the District and the City to collaborate and complete the Project for the benefit of the public.

**NOW, THEREFORE, IT IS HEREBY AGREED:**

**SECTION 1. PURPOSE**

The purpose of this agreement is to allocate and secure funding for the Project.

**SECTION 2. ROLES AND RESPONSIBILITIES**

- A. **FUTURE JOINT POWERS AGREEMENT.** The parties agree that this Memorandum of Understanding is limited in scope and is intended to secure funding for the Project while project details continue to be developed. A separate Joint Powers Agreement will be executed by both parties prior to the commencement of construction or other binding project activities. The Joint Powers Agreement will address project related terms, including but not limited to cost allocation, contracts and purchases, and maintenance of improvements. No obligations beyond the funding commitment described in this Memorandum of Understanding shall be inferred or assigned until the Joint Powers Agreement is fully executed.
  
- B. **FINANCIAL CONTRIBUTION.** The City shall reimburse the District for the costs of the construction services satisfactorily provided. The parties acknowledge that Exhibit B represents a *cost estimate* and that the City is responsible to reimburse the District for the actual expenses related to the Construction work not to exceed four hundred thousand dollars (**\$400,000**). Any Project expenses above \$400,000 will be the responsibility of the District.

### **SECTION 3. MISCELLANEOUS PROVISIONS.**

- A. TERM OF AGREEMENT.** This Agreement shall commence upon the date of receipt of all necessary signatures and shall terminate upon completion and reimbursement of the Project, which is anticipated to be completed by July 31, 2027.
- B. TERMINATION.** Either party may terminate this agreement, with or without cause, upon 30 days written notice to the other party. However, if either party terminates this Agreement prior to completion of Project construction, the Construction Contractor shall be entitled to payment for any work performed by Construction Contractor as of the date of the termination.
- C. THIRD PARTY BENEFICIARIES.** This Agreement shall not inure to the benefit of, or create any right or cause of action in or on behalf of, any person or entity other than the District and the City, and their successors or assigns.
- D. AMENDMENT.** No amendment to any provision of this Agreement is valid unless in writing and signed by an authorized representative of each party.
- E. LIABILITY**
  - 1. Responsibility for Own Acts and Omissions.**

Each party agrees that it will be responsible for its own acts and omissions and any liability resulting there from to the extent authorized by law. No party shall be responsible for the acts of the other party or the results thereof.
  - 2. No Waiver.**

Notwithstanding the foregoing, the terms of this Agreement are not to be construed as, nor operate as, waivers of a party's statutory or common law immunities or limitations on liability, including, but not limited to, Minn. Stat. Chap. 466. Further, the party's obligations set forth in this Section and otherwise in this Agreement, are expressly limited by the provisions of Minn. Stat. Chap. 466, Minn. Stat. § 471.59, and any other applicable law or regulation providing limitations, defenses or immunities to the District.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date above written.

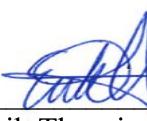
**COON CREEK WATERSHED DISTRICT CITY OF BLAINE**

By: \_\_\_\_\_  
Jim Hafner  
President, Board of Managers

By:   
Tim Sanders  
Mayor

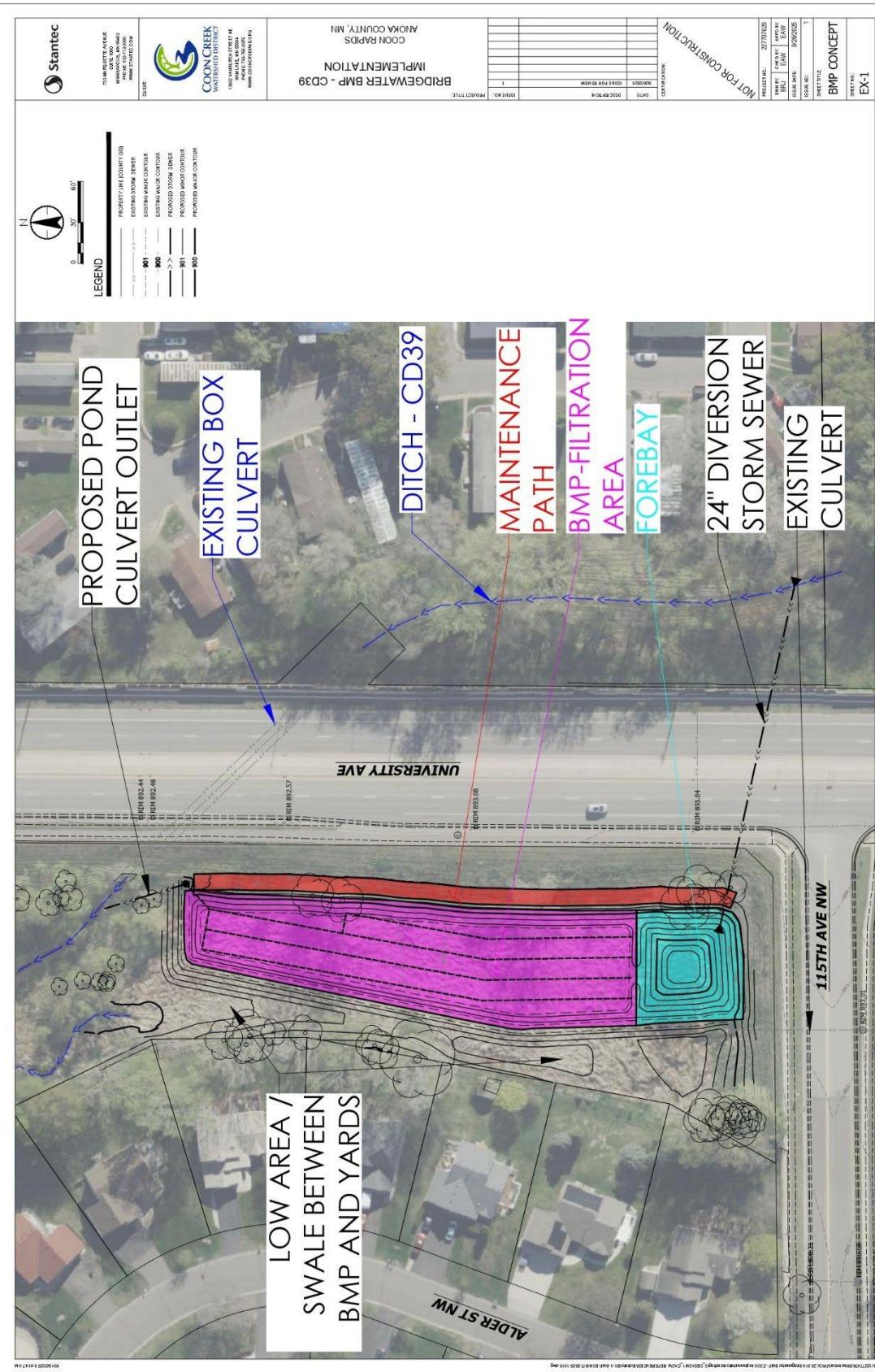
Dated: \_\_\_\_\_

Dated: December 15, 2025

By:   
Erik Thorvig  
City Manager

Dated: December 15, 2025

## Exhibit A Concept Design



**Exhibit B** Project Funding Sources

<b>Funding Source</b>	<b>Amount</b>
City of Blaine	\$ 400,000
Coon Creek Watershed District	\$ 40,000
City of Coon Rapids	\$ 95,000
Anoka County	\$ 22,000
Board of Water and Soil Resources Grant	\$ 625,000
Total	\$ 1,182,000

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

**MEETING DATE:** January 12, 2026  
**AGENDA NUMBER:** 15  
**ITEM:** CCWD 2025 Partner of the Year Award

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**AGENDA:** Policy

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**ACTION REQUESTED**

None

**BACKGROUND**

The CCWD initiated a new Partner of the Year Award in 2021 to recognize outstanding leadership amongst our partner organization staff and promote public relations in our community. Individuals are nominated for the award by District Staff and the award recipient is selected by majority vote of Program Coordinators.

Year	Award Recipient
2021	Mark Hansen, City Engineer, Coon Rapids
2022	Jeff Stalberger, Local Developer
2023	Rachel Workin, Environmental Planner, Fridley
2024	Danielle Sanborn, Landscape Architect, Anoka County

The 2025 Partner of the Year Award goes to Tessa Beuning of Abdo Financial Solutions for her exceptional support and dedication during the District's financial transition and separation from Anoka County.

Behind the scenes of every successful organization are the dedicated administrative and financial professionals who keep operations running smoothly. Though their work is often unseen, it is essential. Tessa has been instrumental in collaborating with the District's Financial Management Coordinator to ensure the proper oversight and compliance of public funds—supporting transparency, accountability, and the responsible stewardship of our resources.

Tessa has consistently gone above and beyond to ensure a smooth financial transition process, offering valuable guidance, timely communication, and a collaborative spirit. Her ability to streamline financial services, assist in audit preparation, and ensure the accuracy and timeliness of reporting has been instrumental in strengthening the District's financial operations.

**ISSUES/CONCERNS** - None

**RECOMMENDATION** – Award Tessa Beuning of Abdo Financial Solutions the CCWD 2025 Partner of the Year Award.

**Permit Application Review Report**  
**Date: 1/7/2026**

**Board Meeting Date: 1/12/2026**  
**Agenda Item: 16**

Applicant/Landowner:

Anoka County  
Attn: Steven Haas  
1440 Bunker Lake Blvd  
Andover, MN 55304

**Project Name:** CSAH 78/Hanson Blvd widening

**Project PAN:** P-25-008

**Project Purpose:** widening of Hanson Blvd between 154<sup>th</sup> Ln and 159<sup>th</sup> Ln NW

**Project Location:** 154th Ave NW and 159th Ave NW along Hanson Blvd, Andover

**Site Size:** size of parcel - 0.67 acres; size of disturbed area - 0.66 acres; size of regulated impervious surface - 0 acres

**Applicable District Rule(s):** Rule 2, Rule 4, Rule 6

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

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**Description:** Anoka County is proposing to widen Hanson Blvd NW between 154th Ln and 159th Ln NW in Andover MN. This work includes adding a north bound and south bound left turn lane to 155th Ln. The project will disturb 0.66 acres and creates no regulated impervious surface. The project area drains towards County Ditch 37. The relevant water resource concerns are soils and erosion control and floodplain. This corresponds to District Rules 4 and 6. 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 \$2,330.00.

Rule 4.0 – Soils and Erosion Control

2. Provide standard details for erosion and sediment control practices.

**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. 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.
2. Submittal of grading as-builts for the project to confirm total floodplain fill volume.

**Exhibits:**

Exhibit Type	Exhibit Author	Signature Date	Received Date
Floodplain Impacts	Anoka County Highway Department	11/24/2025	11/24/2025
Construction Plans	Anoka County Highway Department	10/30/2025	11/19/2025

## 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 \$2,330.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (0.66 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 10,000 square feet or more and is within 300 feet of and drains to a waterbody.

The proposed project drains to County Ditch 37. The soils affected by the project include Sartell and Rifle and do 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 and street sweeping. The erosion control plan does not meet District requirements because standard details for erosion control devices have not been provided. The site does not require an NPDES permit. See attached Figure 3: Soils and Erosion Control.

**Wetlands (Rule 5.0)**

Wetlands exist on site, but no permanent impacts are proposed. Wetlands were delineated under PAN W24-033. The boundary and type application was reviewed and approved. The Notice of Decision was issued on 10/09/2024. There will be temporary impacts to the edge of the wetland for perimeter control installation, which is allowed under the no loss provisions (MR 8420.0415).

**Floodplain (Rule 6.0)**

Rule 6.0 applies to the proposed project because it includes land disturbing activities within the boundary of the 100-year flood elevation as mapped and modeled by the District.

The regulatory floodplain elevation is 896.0 ft NAVD 88. The application proposes the placement of 70.6 cubic yards of fill within the floodplain. Compensatory storage is required. The proposed project provides 0.0 cubic yards of compensatory storage, which does not meet the required 1:1 ratio and is within the relevant reach. Due to a lack of space, high groundwater, and surrounding wetlands, compensatory storage is not feasible for this project. This has been reviewed, and no adverse impacts are anticipated.

**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 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. However, this rule is not intended for road projects. 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.

P25-008 Hanson Blvd Widening

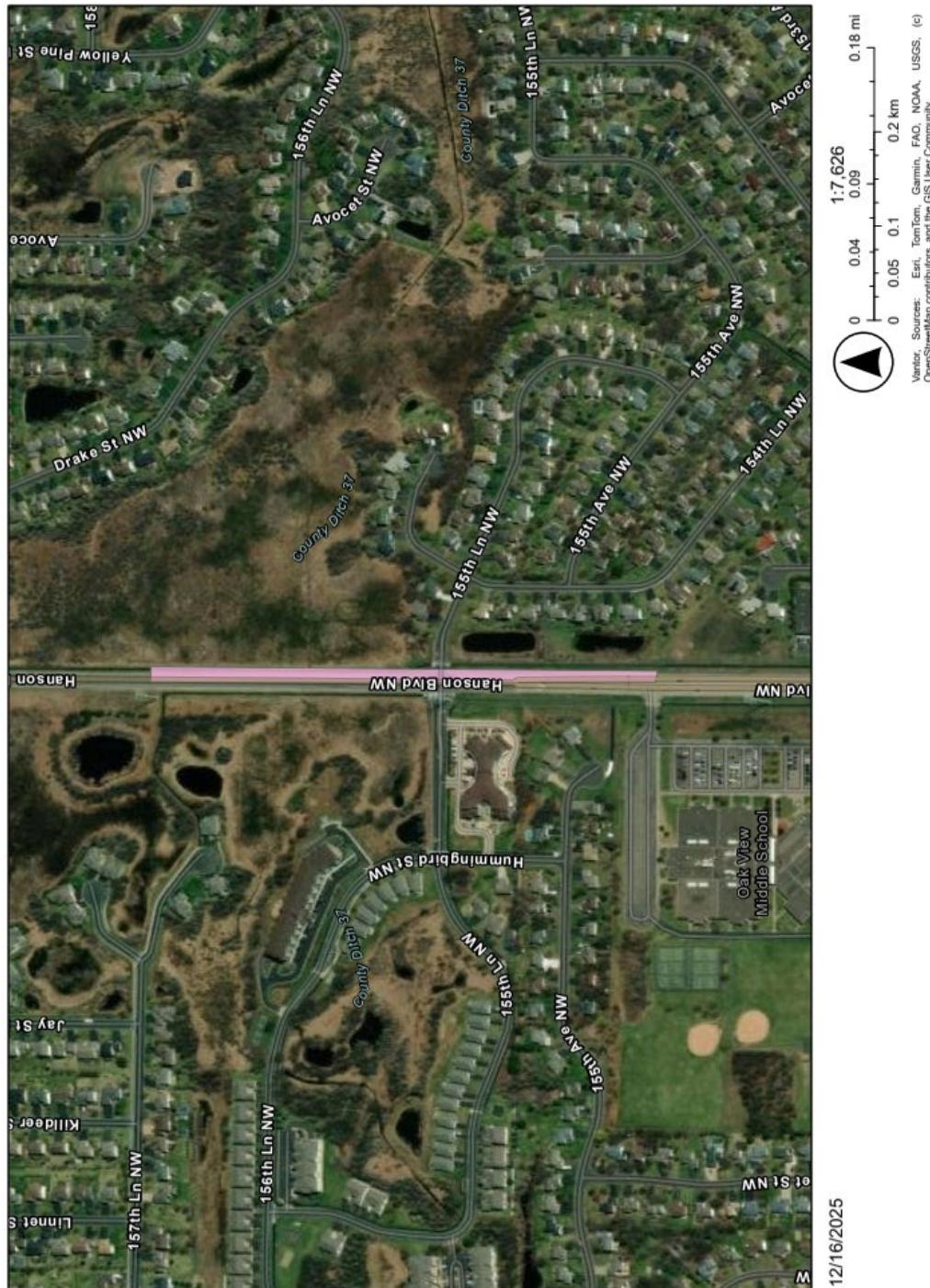


Figure 1: Project Location

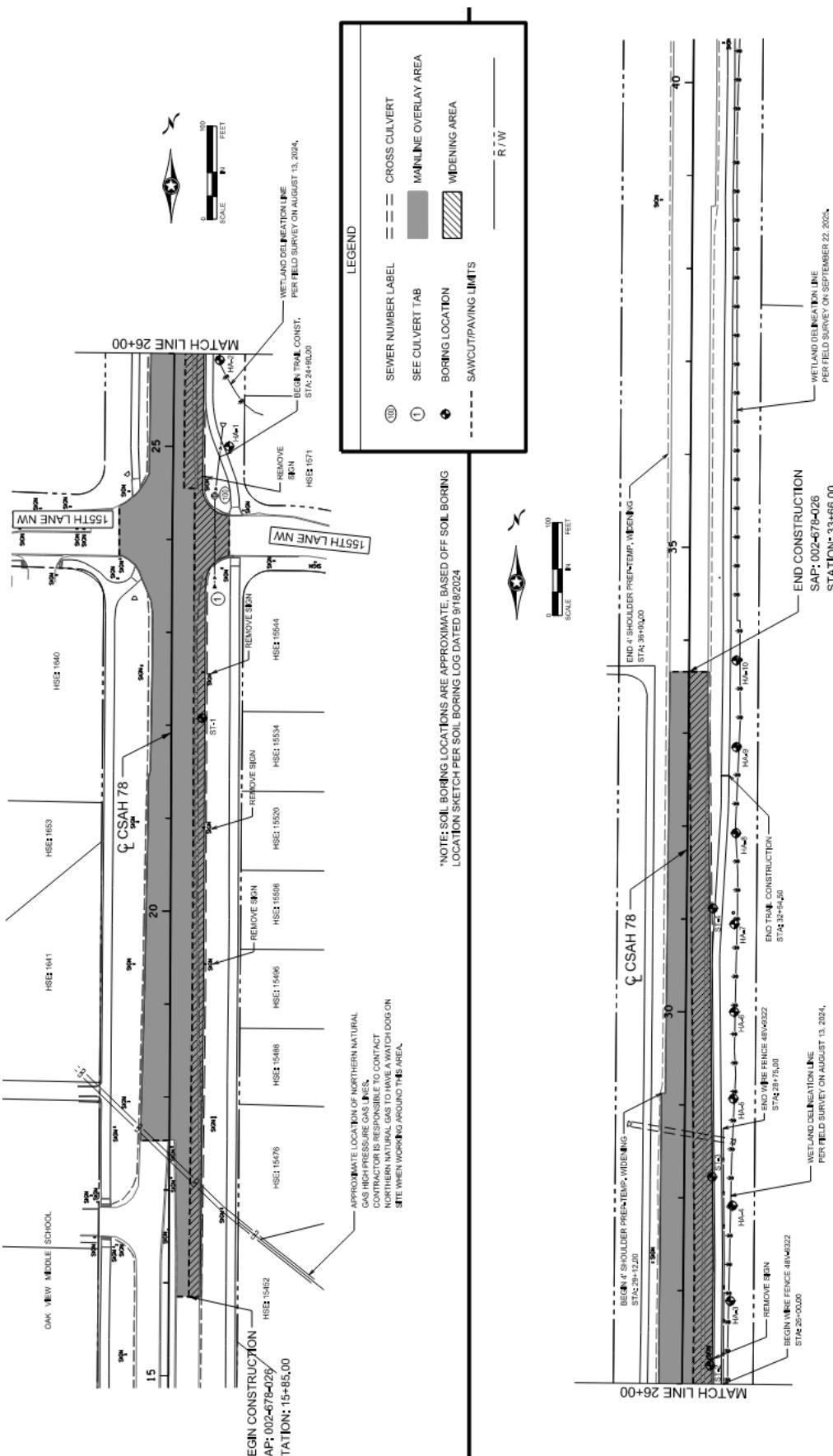


Figure 2: Site Plan

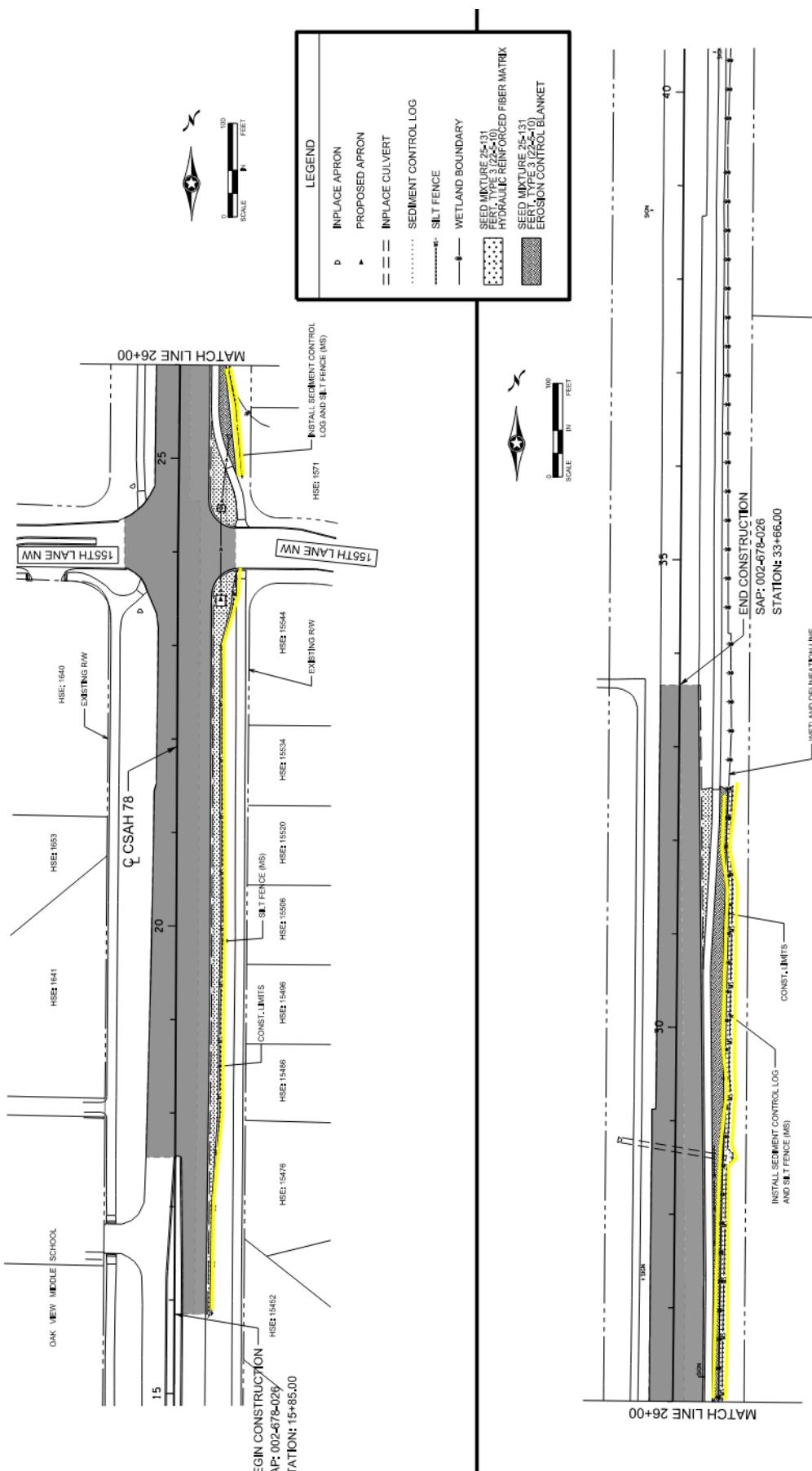


Figure 3: Soils and Erosion Control

**Permit Application Review Report**  
**Date: 1/7/2026**

**Board Meeting Date: 1/12/2026**  
**Agenda Item: 17**

Applicant/Landowner:

Anoka County Parks  
Attn: Danielle Sanborn  
550 Bunker Lake Blvd NW  
Andover, MN 55304

**Project Name:** Mississippi River Regional Trail Re-Route in Coon Rapids Dam Regional Park

**Project PAN:** P-25-041

**Project Purpose:** reroute of an existing county trail

**Project Location:** Coon Rapids Dam Regional Park, Coon Rapids

**Site Size:** size of disturbed area - 0.98 acres; size of regulated impervious surface - 0 acres

**Applicable District Rule(s):** Rule 2, Rule 4, Rule 6

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**Recommendation:** Approve with 2 Conditions and 0 Stipulations

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**Description:** Anoka County Parks is proposing the reroute of the Mississippi River Regional Trail within Coon Rapids Dam Regional Park. The project will disturb 0.98 acres and create no regulated impervious surface. The area drains to the Mississippi River. The relevant water resource concerns are soils and erosion control and floodplain which correspond to District Rules 4 and 6. 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 \$2,490.00.

Rule 4.0 – Soils and Erosion Control

2. Update the soils sand erosion control plan to include the following:
  - a. provide standard details for erosion control devices.
  - b. a note to stabilize soils and soil stockpiles within 24 hours of inactivity.
  - c. a single row of perimeter control downgradient of disturbed soils in areas that are not adjacent to waterbodies.

**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:

None

**Exhibits:**

Exhibit Type	Exhibit Author	Signature Date	Received Date
Floodplain Exhibit	TKDA	11/18/2025	11/20/2025
Construction Plans	TKDA	11/20/2025	11/20/2025

## 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 \$2,490.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (0.98 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 10,000 sf or more and is within 300 feet of and drains to a waterbody.

The proposed project drains to Pleasure Creek. The soils affected by the project include Alluvial and Becker and have a soil erodibility factor of 0.15 or greater. Disturbed areas are not proposed to be stabilized within 24 hours, as required. The proposed erosion and sediment control plan includes perimeter control, street sweeping, and inlet protection. The erosion control plan does not meet District requirements because standard erosion control device details are not provided, soils and soil stockpiles are not proposed to be stabilized within 24 hours of inactivity, and perimeter control is missing in some areas. The site does not require an NPDES permit. See attached Figure 3: Soils and Erosion Control.

**Wetlands (Rule 5.0)**

Wetlands exist on site, but no impacts are proposed. Wetlands were delineated under PAN W25-010. The boundary and type application was reviewed and approved. The Notice of Decision was issued on 07/10/2025.

**Floodplain (Rule 6.0)**

Rule 6.0 applies to the proposed project because it includes land disturbing activities within the boundary of the 100-year floodplain elevation.

The regulatory floodplain elevation is 814.8 ft NAVD 88. The project proposes 10 cubic yards of fill within the floodplain and a cut of 88 cubic yards. There is a net floodplain cut of 78 cubic yards. See attached Figure 3: Floodplain Impacts.

**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 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. However, the work adjacent to public waters is trail removal, therefore 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.

P25-041 MS River Trail Reroute

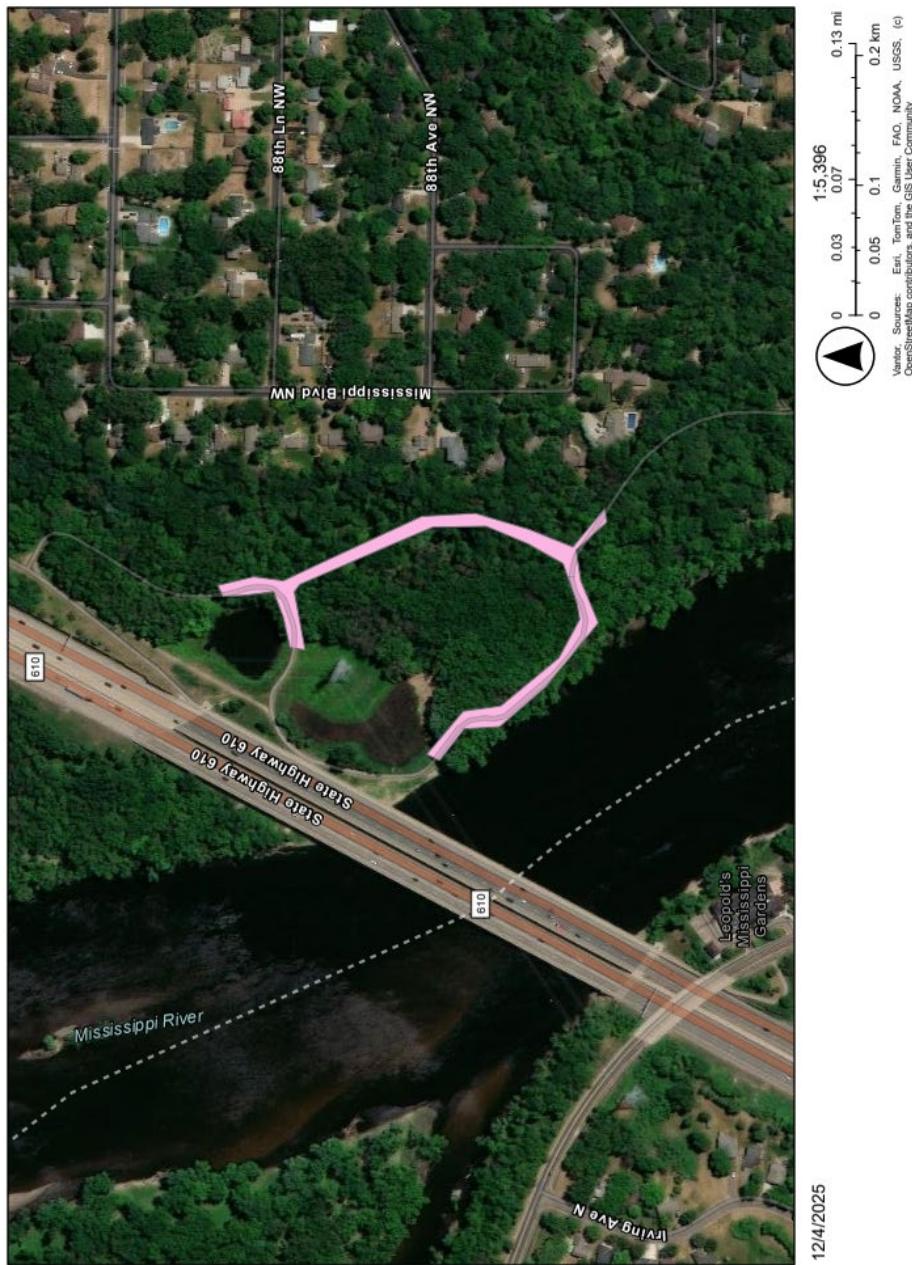


Figure 1: Project Location

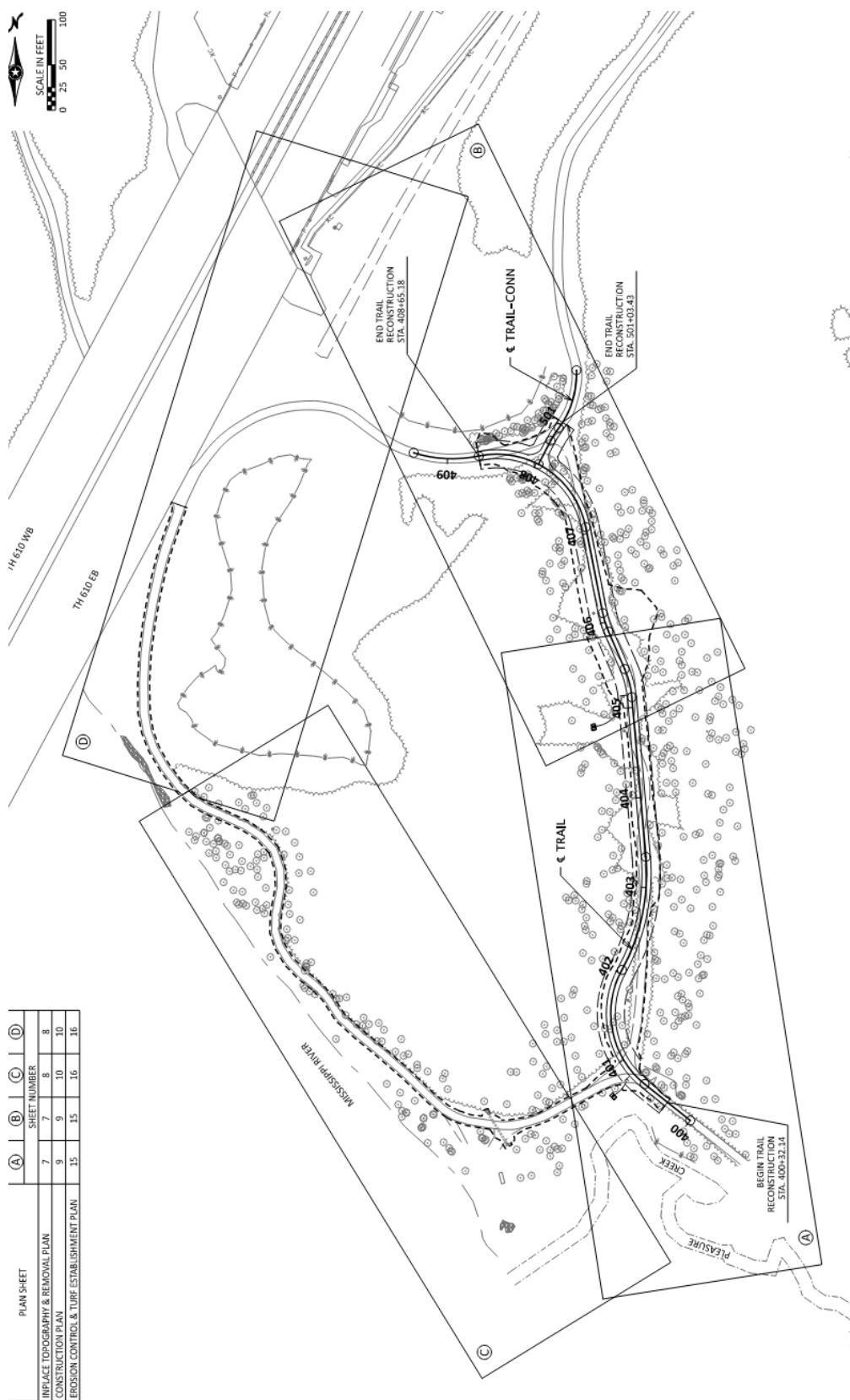


Figure 2: Site Plan

PAN # P-25-041 Project Name: Mississippi River Regional Trail Re-Route in Coon Rapids Dam Regional Park | 5

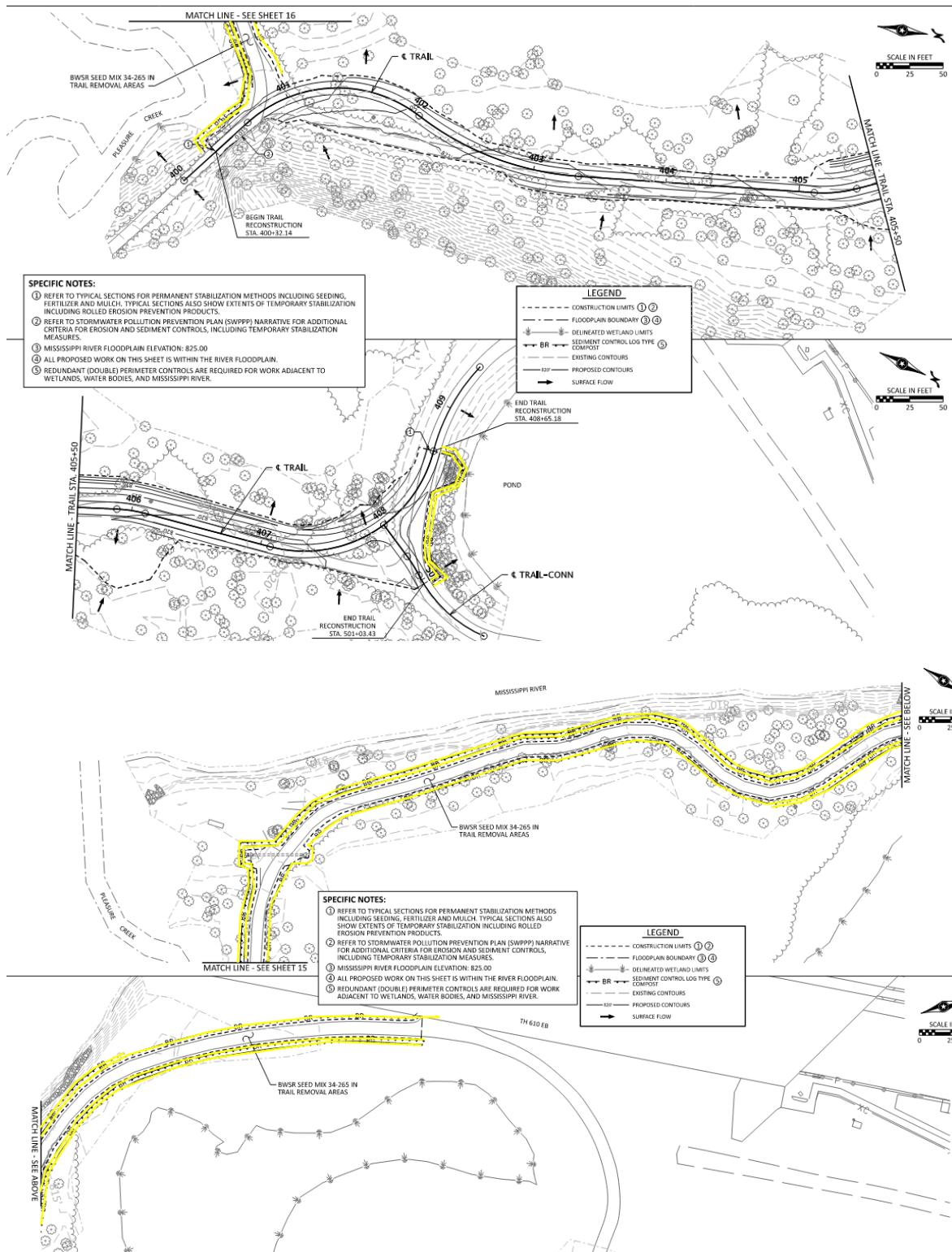


Figure 3: Soils and Erosion Control

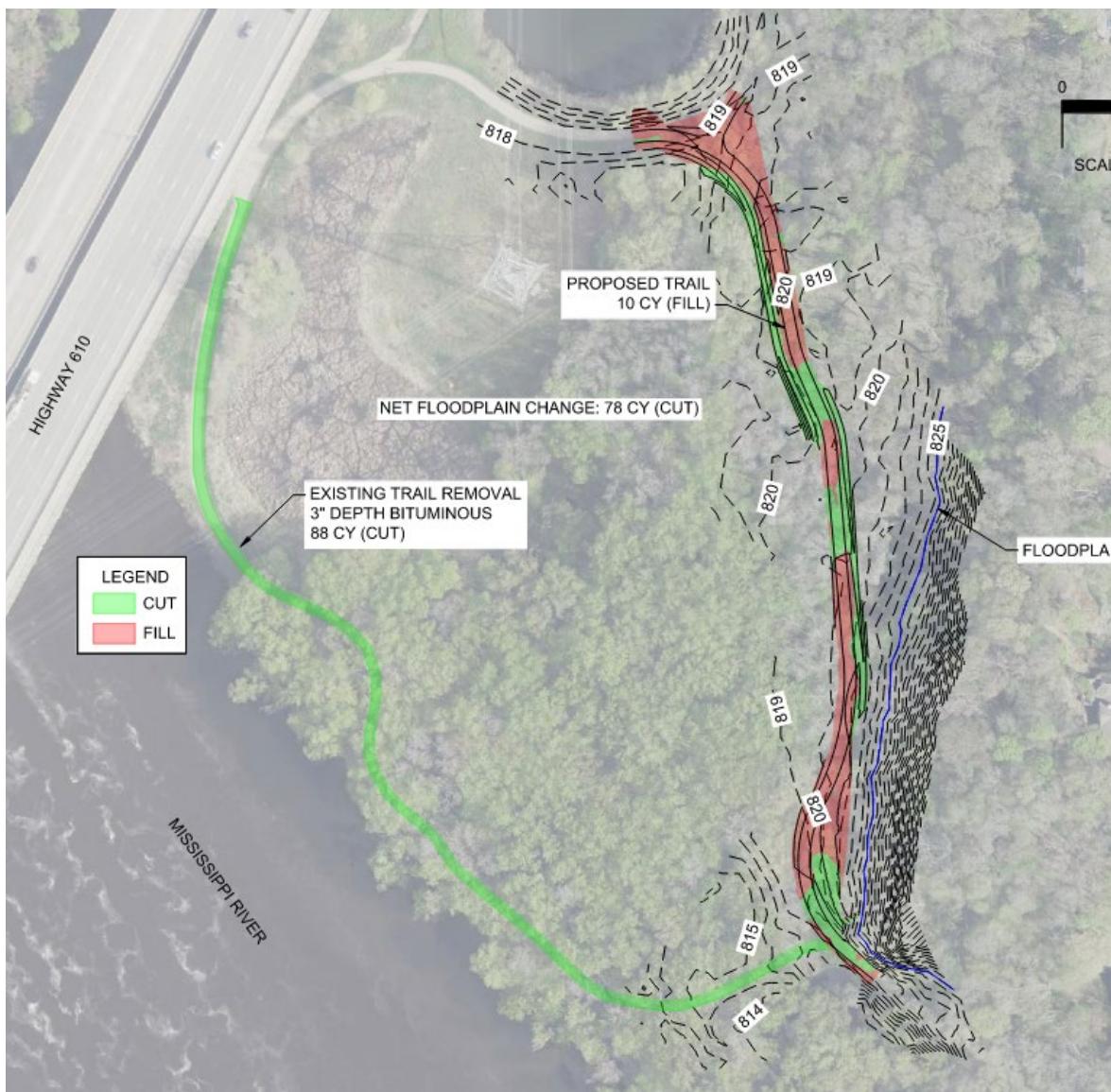


Figure 4: Floodplain Impact

**Permit Application Review Report**  
**Date: 1/7/2026**

**Board Meeting Date: 1/12/2026**  
**Agenda Item: 18**

Applicant/Landowner:

City of Andover  
Attn: David Berkowitz  
1685 Crosstown Blvd NW  
Andover, MN 55616

**Project Name:** Coon Creek Trail

**Project PAN:** P-24-056

**Project Purpose:** Bituminous trail and pedestrian bridge over Coon Creek

**Project Location:** East of Prairie Road along Coon Creek alignment to just west of Ham lake border, Prairie Rd NW, Andover

**Site Size:** size of disturbed area - 1.5 acres; size of regulated impervious surface - 0.0 acres

**Applicable District Rule(s):** Rule 2, Rule 4, Rule 5, Rule 6, Rule 7, Rule 8

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

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**Description:** The City of Andover is proposing the construction of a pedestrian trail along the north side of Coon Creek just east of Prairie road and a pedestrian bridge over the creek to the development to the south. The project will disturb 1.5 acres and creates no regulated impervious surface. The relevant water resource concerns are soils and erosion control, wetlands, floodplain, drainage and buffers which correspond to District Rules 4, 5, 6, 7 and 8. See attached Figure 1: Project Location and Figure 2: Site Plan/ESC.

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

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,750.00.

Rule 4.0 – Soils and Erosion Control

2. Update the SWPP to include the following:
  - a. Stabilize soils and soil stockpiles within 24 hours of inactivity.
  - b. A note to secure portable toilets.
  - c. Provide redundant perimeter control along wetlands and Coon Creek.

**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 grading as-builts to verify floodplain cut/fill volumes and as-built elevation

- of the low chord of the pedestrian bridge.
2. 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
SWPPP	City of Andover	undated	12/30/2025
Updated Delineation Figure	Bolton & Menk	11/2024	11/26/2024
Wetland Delineation	Bolton & Menk	10/10/2024	10/23/2024
Wetland Exemption Application	City of Andover	12/10/2025	12/10/2025
Joint Application	City of Andover	12/10/2025	12/10/2025
Project Narrative	City of Andover	12/10/2025	12/11/2025
Construction Plans	City of Andover	12/11/2025	12/11/2025

## 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 \$2,750.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (1.5 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 is a land disturbing activity that requires a permit under another District rule.

The proposed project drains to Ditch 57. The soils affected by the project are alluvial and have a soil erodibility factor of 0.15 or greater. Disturbed areas are not proposed to be stabilized within 24 hours, as required. The proposed erosion and sediment control plan includes perimeter control, street sweeping, and inlet protection. The erosion control plan does not meet District requirements because soils and soil stockpiles are not proposed to be stabilized within 24 hours of inactivity, portable toilets are not proposed to be secured, and redundant perimeter control is not provided along wetlands and Coon Creek. The site does require an NPDES permit. See attached Figure 2: 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 W24-039. The boundary and type application was reviewed and approved. The Notice of Decision was issued on 11/27/2024. The applicant submitted a joint application form requesting an Exemption decision on 12/10/2025. Wetland impacts are proposed through fill in 1 location. The applicant qualifies for the de minimus exemption. See attached Figure 3: Wetland Impacts.

Wetland ID	Impact Type (F/D/E)	Impacts (sf)	Impact Duration	Replacement Ratio	Required Mitigation
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			(T/P)		(sf)
5	Fill	372	Permanent	1:1	0

**Table 1.****Floodplain (Rule 6.0)**

Rule 6.0 applies to the proposed project because it includes land disturbing activities within or the boundary of the 100-year flood elevation as mapped and modeled by the District.

The regulatory floodplain elevation ranges from 879 to 880.8 ft NAVD 88. The application proposes the placement of 1,049 cubic yards of fill within the floodplain. Compensatory storage is required. The proposed project provides 1,070 cubic yards of compensatory storage, which exceeds the required 1:1 ratio and is within the relevant reach.

Information has been provided to show that the embankment can pass the 100-year flood without increasing the elevation of the 100-year flood profile or creating excessive velocities. Adequate compensatory storage is provided. See attached Figure 3: Floodplain Impacts.

**Drainage, Bridges, Culverts, and Utility Crossings (Rule 7.0)**

Rule 7.0 applies to the proposed project because it includes 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 regulated waterway is a Public Ditch - CD 57. The banks of the waterway have been proposed to be stabilized with permanent vegetation.

The bridge has been modeled and it was determined that velocities are below thresholds to cause erosion. The proposed bridge includes grouted riprap on the bank beneath the bridge on the shoulder and bank to minimize soil erosion.

The bridge provides equivalent hydraulic capacity to existing conditions. The bridge was modeled in District XPSWMM model and shows equivalent capacity is provided. Biota passage is provided by the bridge spanning over the stream channel, and the stream channel will not be disturbed. Stream connectivity will be maintained, which is consistent with MnDOT's Minnesota Guide for Stream Connectivity and Aquatic Organism Passage Through Culverts.

**Buffers (Rule 8.0)**

Rule 8.0 applies because it includes a land disturbing activity that requires a permit under another District Rule and is on land adjacent or directly contributing to a Public Water.

A minimum of 16.5 ft buffer is provided. Permanent monumentation is not required along Coon Creek for a public linear project.

**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.

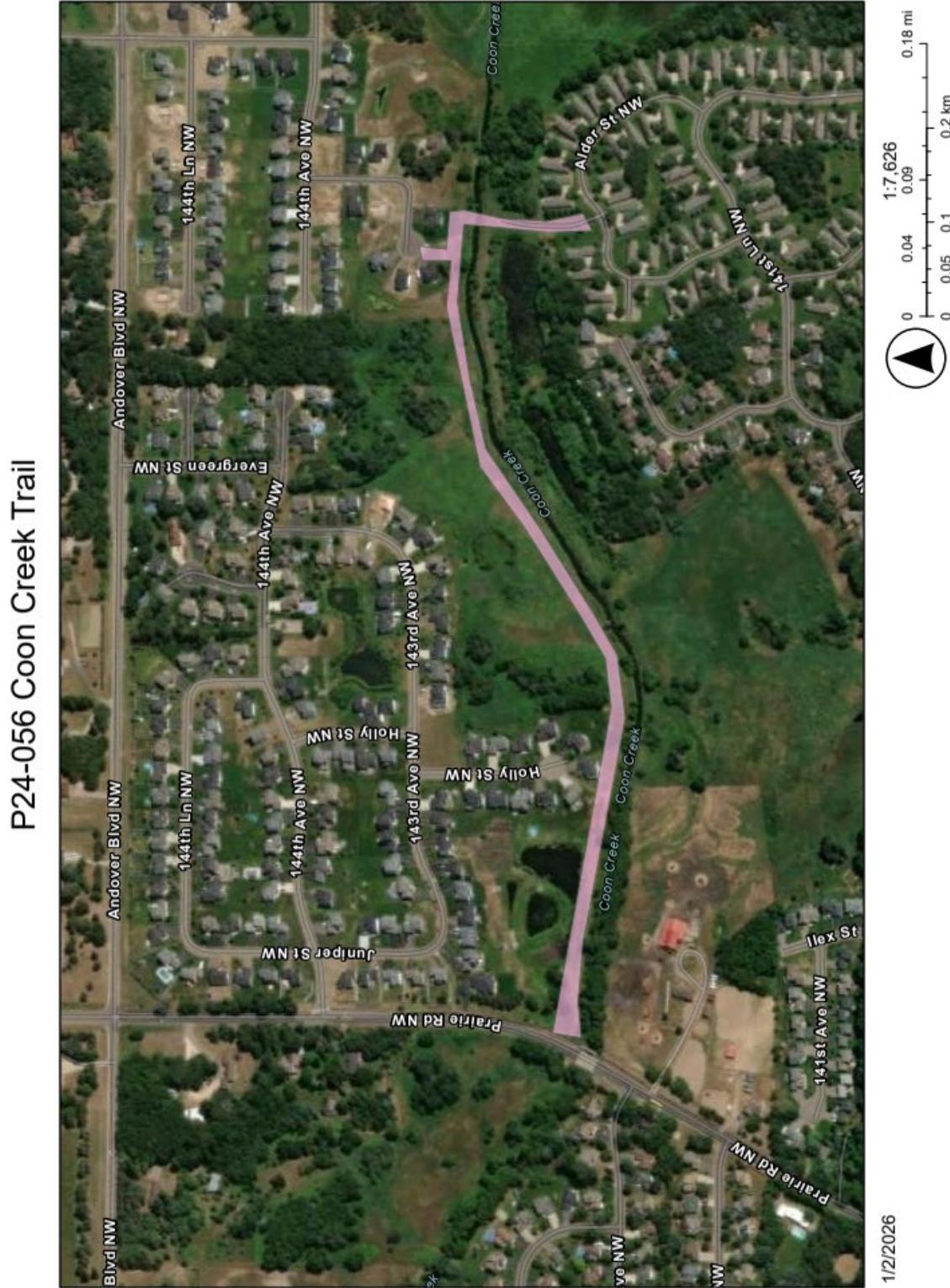


Figure 1: Project Location

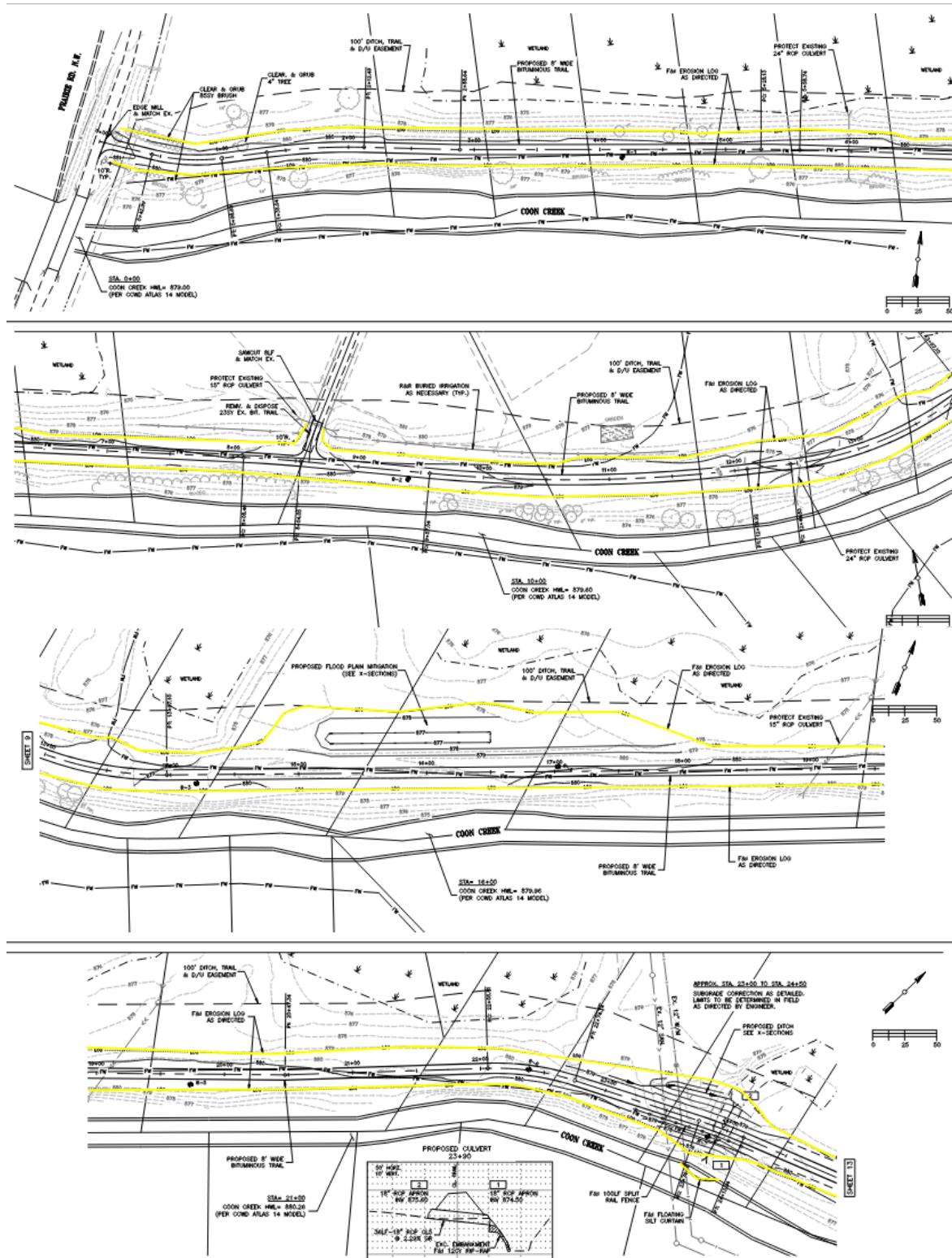
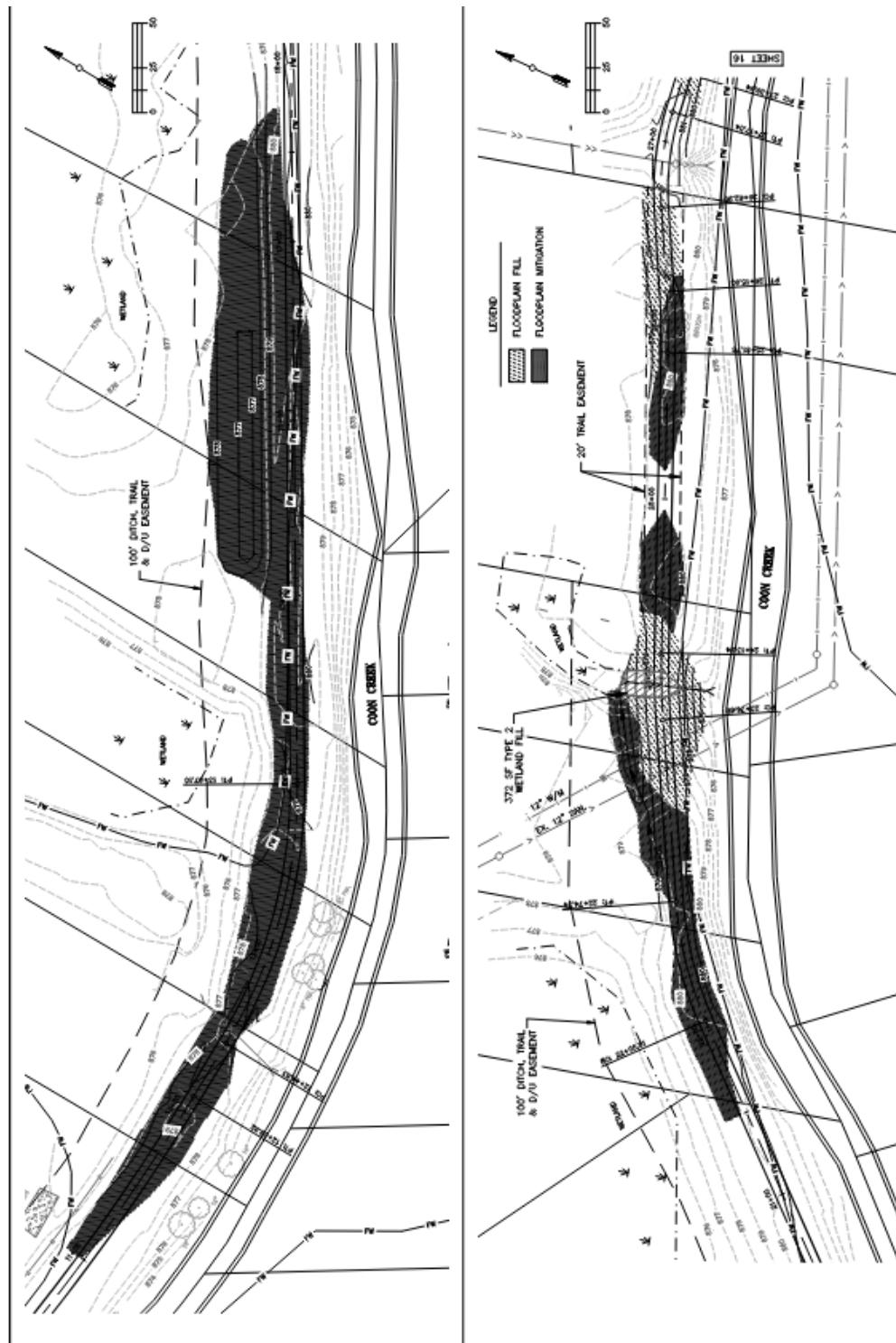




Figure 2: Site Plan & Sediment and Erosion Control



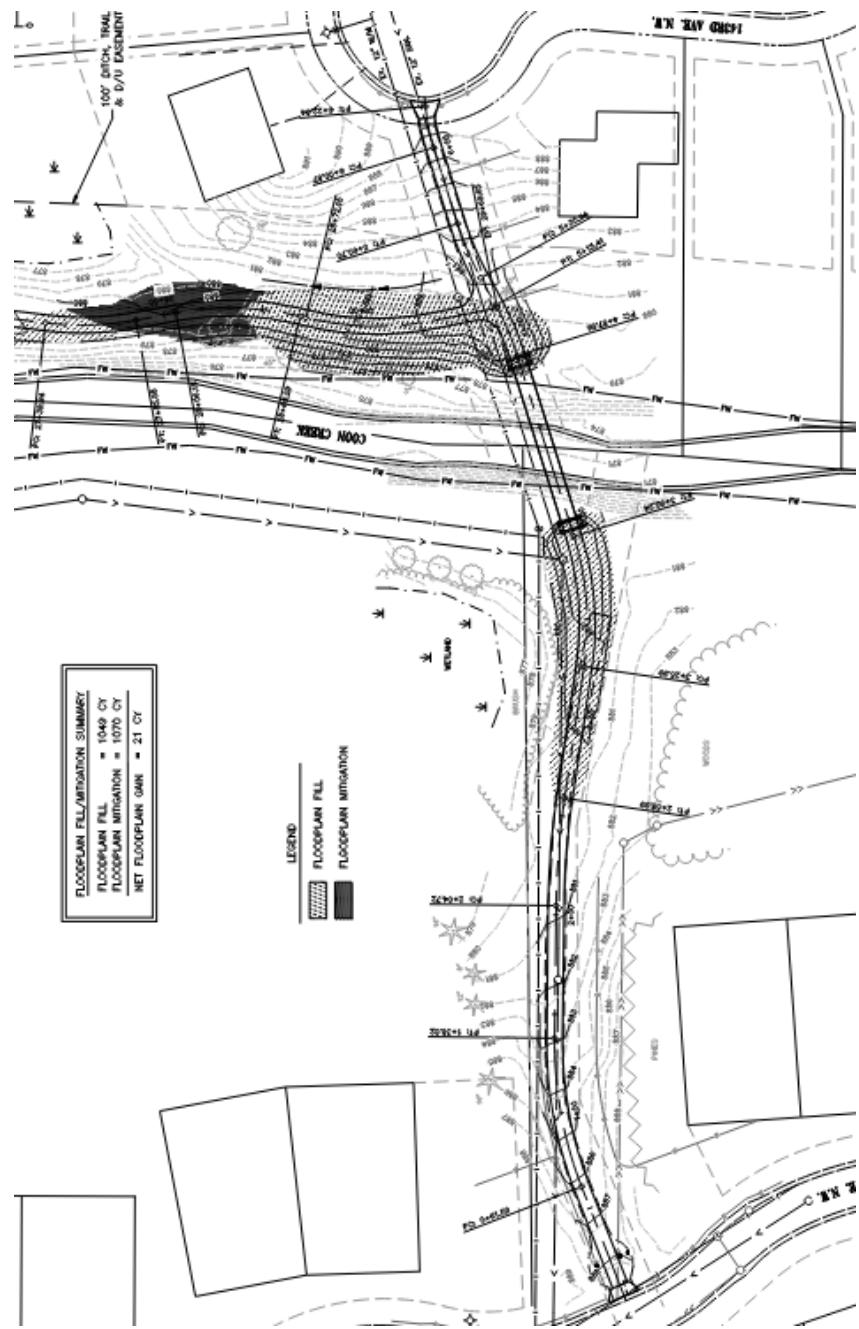


Figure 3: Wetland and Floodplain Impacts

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

**MEETING DATE:** January 12, 2026  
**AGENDA NUMBER:** 19  
**ITEM:** MS4 Permit Reissuance

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**AGENDA:** Discussion

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**ACTION REQUESTED**

Review and discuss

**PURPOSE AND SCOPE**

To inform the Board of the MPCA's reissuance of the MS4 General Permit, summarize preliminary staff review of the draft permit, and inform the Board of current efforts to request an extension to the public comment deadline.

**BACKGROUND**

The District is regulated under the Minnesota Pollution Control Agency (MPCA) Municipal Separate Storm Sewer System (MS4) General Permit issued through the National Pollutant Discharge Elimination System (NPDES) program.

The MS4 permit expires after 5 years. The existing permit expired in November 2025. Permit coverage continues under the expired permit until a new permit is formally reissued, and a required fee is submitted. The district submitted the fee on time.

In 2025, the MPCA initiated the MS4 permit reissuance process, including publication of a draft permit with comments due January 30, 2026.

**ISSUES/CONCERNS/OPPORTUNITIES**

**MPCA MS4 website** <https://www.pca.state.mn.us/business-with-us/ms4-general-permit>

**Draft MS4 General Permit** <https://www.pca.state.mn.us/sites/default/files/wq-strm4-94c.pdf>

**Notable Changes**-District staff conducted a preliminary review of the draft reissued permit. At this time, staff observes the following:

- Many reorganization, clarification edits, and formatting changes.
- Some proposed changes to documentation and reporting requirements and the frequency of some inspections would result in a small increase in staff workload.
- A new, optional “Water Quality Crediting” section. As currently written, this section is complex and difficult to interpret, and staff does not recommend relying on this provision until further clarification is provided by MPCA.

**Comment Timeline Concern** The public comment deadline is January 30. The MPCA is scheduled to provide a presentation on the draft permit at the MECA Conference on January 27 which provides limited time for staff to incorporate information from the presentation, coordination among partners, and governing boards to review and consider formal comments.

The Minnesota Cities Stormwater Coalition submitted a request to MPCA to extend the comment deadline to February 27, 2026. The initial response from MPCA reportedly declined the extension request but indicated the matter was being elevated for further review.

Staff requested that Minnesota Watersheds submit a similar extension request on behalf of watershed districts. That request was submitted on January 5, and a response has not yet been received.

At this stage, staff does not have any substantive or technical comments to recommend for submittal; however, clarification from MPCA may inform whether comments are warranted prior to the close of the comment period.

## **IMPLICATIONS**

1. Short-term impacts are expected to be administrative, primarily related to revised reporting and annual activity requirements.
2. If proposed frequency changes remain, staff anticipates a small but measurable increase in annual workload associated with MS4 compliance.
3. Additional clarity from MPCA may be necessary before fully evaluating implementation impacts of the proposed permit language.

## **NEXT STEPS**

- Staff will monitor the status of the comment deadline extension request.
- Staff will review information and feedback shared at the January 27 presentation.
- If additional time is granted, staff will bring any recommended comments back to the Board.

## **RECOMMENDATION**

None

## COON CREEK WATERSHED DISTRICT

**MEETING DATE:** January 12, 2026  
**AGENDA NUMBER:** 20  
**ITEM:** Watershed Management Videos

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**AGENDA:** Information

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### **ACTION REQUESTED**

None

### **PURPOSE**

Provide Board members with accessible watershed management training resources to strengthen understanding of District roles, responsibilities, and governance and support more informed decision making.

### **BACKGROUND/CONTEXT**

At the MN Watersheds conference in December, watershed management training videos were highlighted.

Who's Who in Minnesota Water video series

<https://bwsr.state.mn.us/node/14941>

(4 videos, about 30 minutes)

Watershed Management video series

<https://bwsr.state.mn.us/node/14946>

(9 videos, about 90 minutes)

Additionally, the Anoka Conservation District has produced similar videos related to general watershed management.

ACD Our Watershed and Stormwater Connection

<https://www.youtube.com/watch?v=pgdPe3Lvuao>

(1 video, about 10 minutes)

## 2026 Board of Managers Meetings and Permit Application Submittal Due Dates

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Board Meetings are held at 5:30 pm at our office:

13632 Van Buren St NE, Ham Lake, MN 55304

Phone: 763.755.0975 | Email: [info@cooncreekwd.org](mailto:info@cooncreekwd.org)

Complete Permit Applications must be provided via the online portal and fees must be paid by the following dates to be considered at the following regular board meetings.

<i>Applications are due</i>	<i>for the Board Meeting on</i>
December 10, 2025	January 12, 2026
December 24, 2025	January 26, 2026
January 7, 2026	February 9, 2026
January 21, 2026	February 23, 2026
February 4, 2026	March 9, 2026
February 18, 2026	March 23, 2026
March 11, 2026	April 13, 2026
March 25, 2026	April 27, 2026
April 8, 2026	May 11, 2026
April 22, 2026	<i>Tuesday, May 26, 2026</i>
May 6, 2026	June 8, 2026
May 20, 2026	June 22, 2026
June 10, 2026	July 13, 2026
June 24, 2026	July 27, 2026
July 8, 2026	August 10, 2026
July 22, 2026	August 24, 2026
August 12, 2026	September 14, 2026
August 26, 2026	September 28, 2026
September 9, 2026	October 12, 2026
September 23, 2026	October 26, 2026
October 7, 2026	November 9, 2026
October 21 2026	November 23, 2026
November 4, 2026	December 14, 2026
November 25, 2026	December 28, 2026

\*Board meeting dates are subject to change or cancellation.