

AGENDA

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS

January 26, 2026
5:30 PM

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

CONSENT ITEMS

5. Approval of Minutes
6. Bills/Accounts Payable

POLICY ITEMS

PERMIT ITEMS

7. Crosstown Blvd & Bluebird St Roundabout
8. Rivers Edge Business Center
9. Tractor Supply Ham Lake

DISCUSSION ITEMS

10. Administration Transition Update
11. Lower Coon Creek Inspection Report
12. Ditch 41 Inspection Report

INFORMATIONAL ITEMS

ADJOURN

BOARD MEETING AGENDA**Board Room****Coon Creek Watershed District Offices****Monday, January 26, 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 January 12, 2026**6. Bills/Accounts Payable****POLICY ITEMS****PERMIT ITEMS****7. Crosstown Blvd & Bluebird St Roundabout****8. Rivers Edge Business Center****9. Tractor Supply Ham Lake****DISCUSSION ITEMS****10. Administration Transition Update****11. Lower Coon Creek Inspection Report****12. Ditch 41 Inspection Report**

INFORMATIONAL ITEMS

ADJOURN

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS' MEETING

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Monday, January 12, 2026, 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, Jason Lund, and Dwight McCullough.

Absent: Erin Lind

Staff Present: Jon Janke, Erin Margl, Hattie Hillukka, and Michelle Ulrich

2. Approval of the Agenda

Board Member Lund moved to add permit items #16, #17 and #18 to the Consent Items. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

Board Member Campbell moved to add the December 15, 2025, Special Meeting to the agenda with approval of the December 8, 2025, meeting minutes. Seconded by Board Member Hafner. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

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

3. Announcements

1. Administrator Janke made a formal acknowledgement to the Board that he has accepted the District Administrator position as presented to the Board in December 2025 and will update the Board with how the transition is going at the next Board meeting.
2. The Project Manager position has been posted and there have been candidates applying. The posting is open until January 27th with interviews beginning in February.

In addition, a discussion was held regarding a replacement for the open Director of Operations position. The Board will be updated on this in the next meeting.

4. Open Mic/Public Comment

No one was present for comment.

CONSENT ITEMS

5. Approval of Minutes of December 8, 2025

Approval of Minutes of December 15, 2025, Special Meeting

6. Administrator's Report

7. Advisory Committee Report

8. Approval of Bills for Payment

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.

Vendor	Amount
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
	249,849.86

The following permit items were moved to the Consent Agenda.

16. Hanson Blvd Widening, PAN: P-25-008

The purpose of this project is the widening of Hanson Blvd between 154th Ln and 159th Ln NW. The location is at 154th Ave NW and 159th Ave NW along Hanson Blvd Andover, Minnesota.

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.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to approve with (two) 2 Conditions and (two) 2 Stipulations.

Conditions:

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.

17. MS River Regional Trail Reroute, PAN: P-25-041

The purpose of this project is to re-route the existing Mississippi River Regional Trail located at the Coon Rapids Dam Regional Park in Coon Rapids, Minnesota.

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.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was 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 \$2,490.00.

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: None

18. Coon Creek Trail, PAN: P-24-056

The purpose of this project is the construction of a Bituminous trail and pedestrian bridge over Coon Creek located east of Prairie Road along Coon Creek alignment to just west of the Ham lake border, Prairie Rd NW, Andover, Minnesota.

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.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to approve with (two) 2 Conditions and (two) 2 Stipulations.

Conditions:

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).

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

POLICY ITEMS

9. Designation of Depository

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.

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

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.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to Adopt Resolution 2026-01 designating the US Bank as the official depository.

Board Member McCullough moved to adopt Resolution 2026-01 designating the US Bank as the official depository of the Coon Creek Watershed District. Seconded by Board Member Lund. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

10. Designation of Official Paper

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.

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.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to adopt Resolution 2026-02 designating the ABC newspapers, Anoka Union-Herald and The Life, as the official newspapers of the Coon Creek Watershed District.

Board Member Lund moved to adopt Resolution 2026-02 designating the ABC newspapers, Anoka Union-Herald and The Life, as the official newspapers of the Coon Creek Watershed District. Seconded by Board Member Hafner. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

11. Designation of Fund Equity

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.

Member McCullough asked if interest is earned in this account and it was noted that there is, but it is very minimal. Mr. Janke noted the District earns money back when using the credit card and that has been helpful.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to Designate \$2,180,758 for Fund equity having Staff manage fund balances to ensure this minimum balance.

Board member Lund moved to designate \$2,180,758 for fund equity. Seconded by Board member McCullough. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

12. 2026 Mileage Rates

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

Effective January 1, 2026, the Internal Revenue Service (IRS) reimbursement mileage rate is \$0.725 per mile. The standard mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to Adopt standard rate of \$0.725/mile for 2026 reimbursement for use of personal vehicle.

Board member Lund moved to adopt the standard IRS issued mileage rate for 2026; at the rate of \$0.725. Seconded by Board member Hafner. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

13. Waiver of Liability Limits

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).

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

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to Approve the signing of LMCIT Liability Coverage Waiver Form indicating that the District does **NOT WAIVE** the monetary limits.

Board member Lund 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 Campbell. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

14. MOU with City of Blaine for Bridgewater Filter

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 Total Maximum Daily Load (TMDL) goals. Feasibility designs, cost estimates, and geotechnical exploration were completed.

Blaine has confirmed funding availability but requested an agreement to formally earmark funds, so they are not reallocated. The Memorandum of Understanding (MOU) formally secures the City's project funding commitment while a full Joint Powers Agreement (JPA) is developed.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to Approve execution of the MOU with the City of Blaine.

Board Member Hafner moved to Approve execution of the MOU with the City of Blaine for the Bridgewater Filter Project. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

15. 2025 CCWD partner of the Year

The Coon Creek Watershed District (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.

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

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.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to Award Tessa Beuning of Abdo Financial Solutions the CCWD 2025 Partner of the Year Award.

Board Member Lund moved to Award Tessa Beuning of Abdo Financial Solutions the CCWD 2025 Partner of the Year Award. Seconded by Board Member McCullough. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

PERMIT ITEMS – *(moved to Consent Agenda)*

16. Hanson Blvd Widening

17. MS River Regional Trail Reroute

18. Coon Creek Trail

DISCUSSION ITEMS

19. MS4 Permit Reissuance

This item is to inform the Board of the Minnesota Pollution Control Agency (MPCA)'s reissuance of the Municipal Separate Storm Sewer System (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. The District is regulated under the MPCA and MS4 General Permit issued through the National Pollutant Discharge Elimination System (NPDES) program.

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

While reviewing the draft permit, Watershed Development Coordinator Erin Margl noted a change in wording in the permit that will affect the District, therefore staff will attend the MPCA conference in Mankato, Minnesota on January 27th for clarification and information. Requests for an extension to the public comment deadline were granted, and the new deadline is February 13th.

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.

The Board will be given updates at the February 9th meeting.

INFORMATIONAL ITEMS

20. Watershed Management Videos

At the MN Watersheds conference in December, the Board of Soil and Water Resources training videos were highlighted.

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

21. 2026 Board Meeting Schedule

This item is to formally present the 2026 Board meeting schedule. No action was needed.

ADJOURNMENT

Board Member Campbell moved to adjourn at 6:11pm. Seconded by Board Member Lund. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

President

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: January 26, 2026
AGENDA NUMBER: 6
ITEM: Bills to Be Paid

FISCAL IMPACT: Budgeted
POLICY IMPACT: Policy

REQUEST

Approve bills

BACKGROUND

Claims totaling \$249,440.15 on the following disbursement list will be issued and released upon Board approval.

Vendor	Amount
V0004--CITY OF HAM LAKE	5,000.00
V0005--LEAGUE OF MINNESOTA CITIES	2,497.00
V0024--CITY OF ANDOVER	31,580.00
V0027--CITY OF FRIDLEY	19,900.00
V0046--HOUSTON ENGINEERING INC	2,888.00
V0110--RESPEC COMPANY LLC	7,135.00
V0195--STANTEC CONSULTING SERVICES INC	6,761.25
V0195--STANTEC CONSULTING SERVICES INC	20,583.50
V0195--STANTEC CONSULTING SERVICES INC	65,010.25
V0195--STANTEC CONSULTING SERVICES INC	1,789.00
V0221--ABDO LLP	1,635.00
V0221--ABDO LLP	5,466.67
V0315--HFN PROPERTIES LLC	13,541.77
V0348--BLUE CROSS BLUE SHIELD OF MN	23,015.98
V0350--FIRST UNUM LIFE INSURANCE COMPANY	409.96
V0350--FIRST UNUM LIFE INSURANCE COMPANY	133.50
V0351--DELTA DENTAL OF MN	1,579.29
V0352--HEALTH EQUITY INC	508.99
V0360--PAYLOCITY	518.35
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	7,733.05
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,215.00
V0421--RAMSEY-WASHINGTON METRO WATERSHED DISTRICT	1,999.20
V0422--PLAN IT SOFTWARE LLC	5,000.00
V0423--ACCENT HOMES INC	5,643.89
V0424--SHERMAN & ASSOC VENTURES LLC	5,368.75
V0424--SHERMAN & ASSOC VENTURES LLC	3,919.25
V0425--JON SANDBERG	8,607.50
	249,440.15

Item 6: Bills to be Paid Page 2 of 2

Company name:	Coon Creek Watershed District										
Created on:	1/22/2026										
Vendor name	Bill number	Date	Fund name	Department name	Account	Capital Project ID	Grant ID	Transaction amount	Memo		
1162026											
MINNESOTA STATE RETIREMENT SYSTEM	01162026	1/16/2026	General Fund	Operations & Maintenance	60718			105.00	01162026 MRSR PRL OM		
MINNESOTA STATE RETIREMENT SYSTEM	01162026	1/16/2026	General Fund	Public & Governmental Affairs	60718			25.00	01162026 MRSR PRL PGR		
MINNESOTA STATE RETIREMENT SYSTEM	01162026	1/16/2026	General Fund	Administration	60718			300.00	01162026 MRSR PRL ADM		
MINNESOTA STATE RETIREMENT SYSTEM	01162026	1/16/2026	General Fund	Planning	60718			200.00	01162026 MRSR PRL PLAN		
MINNESOTA STATE RETIREMENT SYSTEM	01162026	1/16/2026	General Fund	Water Quality	60718			435.00	01162026 MRSR PRL WQ		
MINNESOTA STATE RETIREMENT SYSTEM	01162026	1/16/2026	General Fund	Watershed Development	60718			150.00	01162026 MRSR PRL WD		
Sum for 01162026								1,215.00			
0973569-001FEB26											
FIRST UNUM LIFE INSURANCE COMPANY	0973569-001FEB26	1/15/2026	General Fund	Administration	60715			113.75	FEB 2026 LIFE INS		
FIRST UNUM LIFE INSURANCE COMPANY	0973569-001FEB26	1/15/2026	General Fund	Administration	60721			369.51	FEB 2026 INS LTD		
FIRST UNUM LIFE INSURANCE COMPANY	0973569-001FEB26	1/15/2026	General Fund	Administration	60723			-73.30	FEB 2026 INS STD		
Sum for 0973569-001FEB26								409.96			
0973570-001FEB26-2											
FIRST UNUM LIFE INSURANCE COMPANY	0973570-001FEB26-2	1/20/2026	General Fund	Watershed Development	60715			20.71	FEB 2026 LIFE WD		
FIRST UNUM LIFE INSURANCE COMPANY	0973570-001FEB26-2	1/20/2026	General Fund	Operations & Maintenance	60715			33.66	FEB 2026 LIFE OM		
FIRST UNUM LIFE INSURANCE COMPANY	0973570-001FEB26-2	1/20/2026	General Fund	Water Quality	60715			32.11	FEB 2026 LIFE WQ		
FIRST UNUM LIFE INSURANCE COMPANY	0973570-001FEB26-2	1/20/2026	General Fund	Administration	60715			47.02	FEB 2026 LIFE ADM		
Sum for 0973570-001FEB26-2								133.50			
2510548											
STANTEC CONSULTING SERVICES INC	2510548	1/16/2026	General Fund	Administration	63246			2,418.00	PROJ27707625 FEASIBILITY STUDIES DEC 25		
STANTEC CONSULTING SERVICES INC	2510548	1/16/2026	General Fund	Operations & Maintenance	63246	PROJ25-403		310.00	PROJ27707625 AOP XINGENHANCE DEC 25		
STANTEC CONSULTING SERVICES INC	2510548	1/16/2026	General Fund	Administration	63246			4,033.25	PROJ27707625 GENL OM DEC 25		
Sum for 2510548								6,761.25			
2510549											
STANTEC CONSULTING SERVICES INC	2510549	1/16/2026	General Fund	Watershed Development	63246			20,583.50	PROJ27707626 PERMITS DEC 25		
Sum for 2510549								20,583.50			
2510551											
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Planning	63246	PROJ24-303	G22-003- M	1,405.35	PROJ27707627 CD37 SWA DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Planning	63246	PROJ24-305	G22-003- M	3,560.00	PROJ27707627 CD60 SWA DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Operations & Maintenance	63246	PROJ25-402		53.00	PROJ27707627 AOP II DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Administration	63246			567.00	PROJ27707627 AOP II GENL DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Planning	63246	PROJ24-304	G22-003- M	714.00	PROJ27707627 D39 SWA DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Water Quality	63246	PROJ24-523		5,031.00	PROJ27707627 SNO OUTLET MOD DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Administration	63246			2,137.50	PROJ27707627 GENL PLAN DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Planning	63246	PROJ25-300		11,535.00	PROJ27707627 WQ MODEL DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Planning	63246	PROJ25-307		7,631.00	PROJ27707627 MODEL PLOT UPGRADE DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Water Quality	63246	PROJ25-508		3,347.00	PROJ27707627 PC IMPL DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Water Quality	63246	PROJ25-508		132.00	PROJ27707627 CONCEPTUAL GRAPHICS DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Water Quality	63246	PROJ25-510	G25-001- M	4,615.25	PROJ27707627 BRIDGE WATER BMP DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Planning	63246	PROJ25-303		19,725.00	PROJ27707627 D41 SWA DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Planning	63246	PROJ25-307		2,555.00	PROJ27707627 VTIR QUANTITY STUDIES DEC 25		
STANTEC CONSULTING SERVICES INC	2510551	1/16/2026	General Fund	Planning	63246	PROJ24-303	G22-003	2,002.15	PROJ27707627 CD37 SWA DEC 25		
Sum for 2510551								65,010.25			
2510552											
STANTEC CONSULTING SERVICES INC	2510552	1/16/2026	General Fund	Watershed Development	63246			1,789.00	PROJ27707628 WCA DEC 25		
Sum for 2510552								1,789.00			
2.60102E+11											
BLUE CROSS BLUE SHIELD OF MN	260102452404	1/2/2026	General Fund	Water Quality	60722			5.38	FEB 2026 VISION INS		
BLUE CROSS BLUE SHIELD OF MN	260102452404	1/2/2026	General Fund	Operations & Maintenance	60722			25.62	FEB 2026 VISION INS		
BLUE CROSS BLUE SHIELD OF MN	260102452404	1/2/2026	General Fund	Planning	60722			15.52	FEB 2026 VISION INS		
BLUE CROSS BLUE SHIELD OF MN	260102452404	1/2/2026	General Fund	Watershed Development	60722			20.90	FEB 2026 VISION INS		
BLUE CROSS BLUE SHIELD OF MN	260102452404	1/2/2026	General Fund	Administration	21050			22,922.98	FEB 2026 HEALTH INS		
BLUE CROSS BLUE SHIELD OF MN	260102452404	1/2/2026	General Fund	Administration	60722			25.58	FEB 2026 VISION INS		
Sum for 260102452404								23,015.98			
442025											
LEAGUE OF MINNESOTA CITIES	442025	1/1/2026	General Fund	Administration	61557			2,497.00	ANNUAL MEMBERSHIP DUES		
Sum for 442025								2,497.00			
516971											
ABDO LLP	516971	12/31/2025	General Fund	Administration	63052			1,635.00	CLIENT 300036: WS DEC 25 PRL SVCS		
Sum for 516971								1,635.00			
517277											
ABDO LLP	517277	12/31/2025	General Fund	Administration	63052			5,466.67	CLIENT 90223FS DEC 25 MTHLY SVCS		
Sum for 517277								5,466.67			
80155											
HOUSTON ENGINEERING INC	80155	1/14/2026	General Fund	Watershed Development	65390			2,888.00	WCAMODULE CONFIGURATION DEC 25		
Sum for 80155								2,888.00			
COWD01062026											
RAMSEY WASHINGTON METRO WATERSHED DISTRICT	COWD01062026	1/8/2026	General Fund	Public & Governmental Affairs	61549	PROJ24-610		1,999.20	REIMB NOV DEC 25 GET GRATTY CAMPAIGN		
Sum for COWD01062026								1,999.20			
CNS0002052889											
DELTA DENTAL OF MN	CNS0002052889	1/21/2026	General Fund	Administration	21050			1,579.29	T04578 0227 FEB 2026 DENTAL INS		
Sum for CNS0002052889								1,579.29			
INV12250526											
RESPEC COMPANY LLC	INV12250526	1/15/2026	General Fund	Administration	63010			7,135.00	PROJ02735 24013-GIS SERVICES DEC 25		
Sum for INV12250526								7,135.00			
INV3454820											
PAYLOCITY	INV3454820	1/20/2026	General Fund	Administration	63052			518.35	IMPL FEES/HOIM SOLUTION JANUARY 2026		
Sum for INV3454820								518.35			
PAN07-019											
JON SANDBERG	PAN07-019	1/26/2026	Escrow Fund	Administration	24210			7,556.00	WETLAND REF-BAROTT TROP HOUSE		
JON SANDBERG	PAN07-019	1/26/2026	Escrow Fund	Administration	24210			1,051.50	ESCROW REF-BAROTT TROP HOUSE		
Sum for PAN07-019								8,607.50			
PAN16-139											
HRN PROPERTIES LLC	PAN16-139	1/26/2026	Escrow Fund	Administration	24210			13,541.77	ESCROW REF-HIDDEN FOREST EAST		
Sum for PAN16-139								13,541.77			
PAN17-237											
SHERMAN & ASSOC VENTURES LLC	PAN17-237	1/26/2026	Escrow Fund	Administration	24210			5,368.75	ESCROW REF-RIVERDALE STN APTS		
Sum for PAN17-237								5,368.75			
PAN18-107											
ACCENT HOMES INC	PAN18-107	1/26/2026	Escrow Fund	Administration	24210			5,643.89	ESCROW REF-MEADOW PLACE		
Sum for PAN18-107								5,643.89			
PAN21-127											
SHERMAN & ASSOC VENTURES LLC	PAN21-127	1/26/2026	Escrow Fund	Administration	24210			3,919.25	ESCROW REF-RIVERDALE APTS 2ND ADDN		
Sum for PAN21-127								3,919.25			
PLAN-2252											
PLAN IT SOFTWARE LLC	PLAN-2252	1/1/2026	General Fund	Planning	61575			5,000.00	2026 CIP SOFTWARE		
Sum for PLAN-2252								5,000.00			
SOMPER000833511											
PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	SOMPER000833511	1/16/2026	General Fund	Administration	21050			7,733.05	01162026 PERA PRL		
Sum for SOMPER000833511								7,733.05			
WQCS20%2024											
CITY OF HAMLAKE	WQCS20%2024	1/13/2026	General Fund	Water Quality	61549	PROJ24-525		5,000.00	2024 FINAL 20% HWY65 BASINS		
Sum for WQCS20%2024								5,000.00			
WQCS80%2025											
CITY OF ANDOVER	WQCS80%2025	1/13/2026	General Fund	Water Quality	61549	PROJ25-506		31,580.00	2025 INITIAL 80% STORMWATER SUMPS		
Sum for WQCS80%2025								31,580.00			
WQCS INITIAL 80%2025											
CITY OF FRIDLEY	WQCS INITIAL 80%2025	1/13/2026	General Fund	Water Quality	61549	PROJ25-506		19,900.00	2025 INITIAL 80% PAN GARDEN MAINT		
Sum for WQCS INITIAL 80%2025								19,900.00			
ZOG11H6											
HEALTH EQUITY INC	ZOG11H6	1/16/2026	General Fund	Administration	60713			307.69	011626 HSA DEDUCTIONS		
HEALTH EQUITY INC	ZOG11H6	1/16/2026	General Fund	Watershed Development	60713			100.00	011626 HSA DEDUCTIONS		
HEALTH EQUITY INC	ZOG11H6	1/16/2026	General Fund	Planning	60713			144.23	011626 HSA DEDUCTIONS		
HEALTH EQUITY INC	ZOG11H6	1/16/2026	General Fund	Public & Governmental Affairs	60713			73.07	011626 HSA DEDUCTIONS		
HEALTH EQUITY INC	ZOG11H6	1/16/2026	General Fund	Administration	60713			-260.00	010126 LPPS REFUND		
HEALTH EQUITY INC	ZOG11H6	1/16/2026	General Fund	Water Quality	60713			144.00	011626 HSA DEDUCTIONS		
Sum for ZOG11H6								508.99			
Sum Total								249,440.15			

Permit Application Review Report
Date: 1/21/2026

Board Meeting Date: 1/26/2026
Agenda Item: 7

Applicant/Landowner:

City of Andover
Jason Law/Dave Berkowitz
1685 Crosstown Blvd NW
Andover MN, 55304

Project Name: Crosstown Blvd & Bluebird St Roundabout

Project PAN: P-25-044

Project Purpose: Construction of a roundabout at the intersection of Crosstown Blvd and Bluebird St, Andover MN

Project Location: Intersection of Bluebird St and Crosstown Blvd, Andover

Site Size: size of disturbed area - 2.0 acres; size of regulated impervious surface - 0.96 acres

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

Recommendation: Approve with 2 Conditions and 2 Stipulations

Description: The City of Andover is proposing the construction of a roundabout at the intersection of Crosstown Blvd and Bluebird St in Andover. The project would disturb 2 acres and create 0.96 acres of regulated impervious, which is below the threshold requirement for stormwater management for a public linear project. The relevant water resource concern is soils and erosion control, which is District Rule 4. See attached Figure 1: Project Location and Figure 2: Site Plan.

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$3,000.00.

Rule 4.0 – Soils and Erosion Control

2. Update the sediment and erosion control plan to include the following:
 - a. a single row of perimeter control downgradient of disturbed soils.
 - b. provide standard details for erosion and sediment control devices.

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.

- 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
Drainage Plans	Bolton & Menk	12/05/2025	12/12/2025
Construction Plans	Bolton & Menk	12/18/2025	12/22/2025
Contours	Bolton & Menk	12/18/2025	12/22/2025
Removals Plan	Bolton & Menk	12/18/2025	12/22/2025
SWPPP	Bolton & Menk	12/05/2025	12/12/2025
Erosion Control Plan	Bolton & Menk	12/05/2025	12/12/2025

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 \$3,000.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (2.0 acres of land disturbance proposed).

Stormwater Management (Rule 3.0):

The proposed project does not create a cumulative total of 10,000 sf or more of new or fully reconstructed impervious surface, or 5,000 sf or more of new or fully reconstructed impervious surface for non-residential or multifamily residential within one mile of and draining to an impaired water. The proposed project is not a public linear project where the sum of the new and fully reconstructed impervious surface is equal to one or more acres. Stormwater Management standards do not apply.

Soils and Erosion Control (Rule 4.0)

Rule 4.0 applies to the proposed project because it includes land disturbing activities of 1 acre or more.

The proposed project drains to the north toward County Ditch 37 and to the south toward County Ditch 57. The soils affected by the project include Sartell and do not have a soil erodibility factor of 0.15 or greater. Disturbed areas proposed to be stabilized within 7 days, as required. The proposed erosion and sediment control plan includes inlet protection. The erosion control plan does not meet District requirements because standard details for erosion and sediment control devices have not been provided, and perimeter control is not provided at all downslope locations. The site does require an NPDES permit. See attached Figure 3: Soils and Erosion Control.

Wetlands (Rule 5.0)

The proposed project does not include activities which result in the filling, draining, excavating, or otherwise altering the hydrology of a wetland. Rule 5.0 does not apply.

Floodplain (Rule 6.0)

The proposed project does not include land disturbing activities within the floodplain as mapped and modeled by the District. Rule 6.0 does not

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

The proposed project does not include land disturbing activities which construct, improve, repair, or alter the hydraulic characteristics of a bridge profile control or culvert structure on a creek, public ditch, or major watercourse. The proposed project does not include land disturbing activities which involve a pipeline or utility crossing of a creek, public ditch, or major watercourse.

The proposed project does not include land disturbing activities which construct, improve, repair or

alter the hydraulic characteristics of a conveyance system that extends across two or more parcels of record not under common ownership and has a drainage area of 200 acres or greater. Rule 7.0 does not apply.

Buffers (Rule 8.0)

The proposed project does not include a land disturbing activity on land adjacent or directly contributing to a Public Water, Additional Waters, High or Outstanding Ecological Value Waters, a Public Ditch, or Impaired Waters/waters exceeding state water quality standards. Rule 8.0 does not apply.

Variances (Rule 10.2)

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



Figure 1: Project Location

AN GIVES A GRAPHICAL LOCATION
IGN AND MAP DATA. THE EXACT
IRS ARE LOCATED BY REFERENCE TO
ED ON THE RIGHT-OF-WAY MAP.
NOTED OTHERWISE.

RARE TO FACE OF CURB UNLESS NOTED

END INTERSECTION DETAILS FOR
INSTRUCTION PLAN.

JOINT TYPES AND SUPPLEMENTAL PAVEMENT

NS FOR SUPERELEVATION AND PAVEMENT

LANES FOR LANE CONFIGURATIONS AND MARKINGS.

LANES FOR ADDITIONAL CONSTRUCTION DETAILS

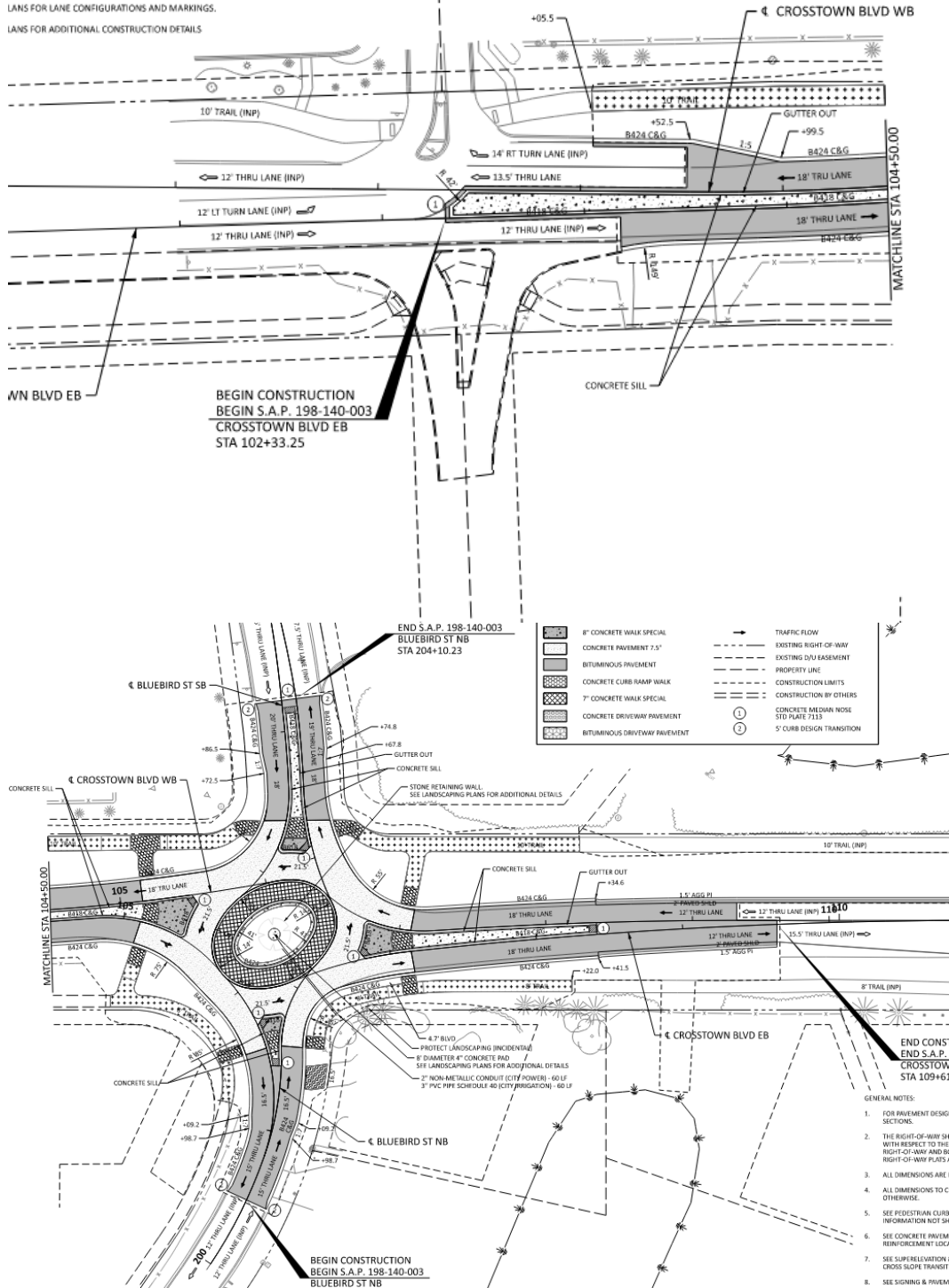


Figure 2: Site Plan

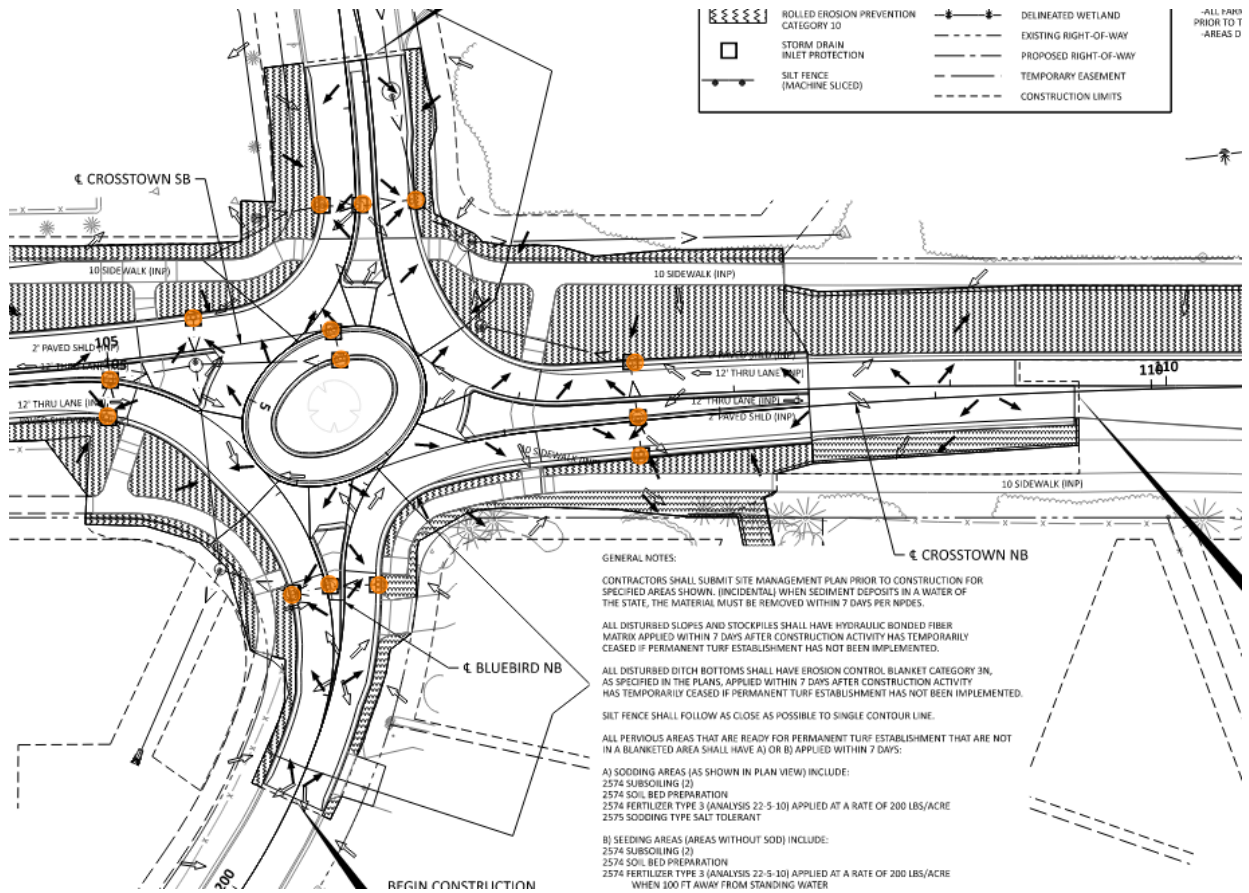


Figure 3: Soils and Erosion Control

Permit Application Review Report
Date: 1/21/2026

Board Meeting Date: 1/26/2026
Agenda Item: 8

Applicant/Landowner:

Endeavor
Attn: Evan Mattson
200 Southdale Center
Minneapolis, MN 55435

Project Name: River Edge Business Center

Project PAN: P-25-039

Project Purpose: Redevelopment of a commercial building, parking and associated stormwater management features

Project Location: 7350 Commerce Lane, Fridley

Site Size: size of parcel - 15.54 acres; size of disturbed area - 15.0 acres; size of regulated impervious surface - 11.17 acres

Applicable District Rule(s): Rule 2, Rule 3, Rule 4, Rule 6

Recommendation: Approve with 3 Conditions and 3 Stipulations

Description: The applicant is proposing the redevelopment of a parcel in Fridley to include a new commercial building, parking, and associated stormwater treatment pond. The project will disturb 15 acres and create 11.17 acres of regulated impervious. The area drains to Oak Glen Creek. The existing site has a history of flooding. There is a City owned and operated pond with an iron enhanced sand filter that is treating runoff from the existing site. The relevant water resource concerns are stormwater management, soils and erosion control, and floodplain which correspond to District Rules 3, 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 \$9,500.00.

Rule 3.0 – Stormwater Management

2. Provide proof of recording of a fully executed Operations and Maintenance Agreement for the perpetual inspection and maintenance of all proposed stormwater management practices after review and approval by the District.

Rule 4.0 – Soils and Erosion Control

3. Provide a standard detail for energy dissipation at pipe outlets.

Stipulations: The permit will be issued with the following stipulations as conditions of the permit. By accepting the permit, the applicant agrees to these stipulations:

1. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)
2. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule and quantities prior to construction.
3. Submittal of as-builts for the stormwater management practices and associated structures listed in Table 2, including volume, critical elevations and proof of installation for hydrodynamic separators.

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Construction Plans	Alliant Engineering	01/16/2026	01/16/2026
Stormwater Management Hydrologic & Hydraulic Study	Alliant Engineering	01/16/2026	01/16/2026
MIDS	Alliant Engineering	10/31/2025	12/10/2025
Geotechnical Report	CVT	09/22/2025	01/16/2026

Findings

Fees and Escrows (Rule 2.7):

The applicant has submitted a \$4,510.00 application fee and deposit which corresponds with the nonrefundable application fee (\$10) and base fee for a Commercial/Industrial Development project of 15.54 acres (\$4,500.00). The applicant will be required to submit a performance escrow in the amount of \$9,500.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (15.0 acres of land disturbance proposed).

Stormwater Management (Rule 3.0):

Rule 3.0 applies to the proposed project because it includes land disturbing activities creating a cumulative total of 10,000 sf or more of new or fully reconstructed impervious surface.

The Hydrologic Soil Group (HSG) of soils on site are HSG C. Curve Numbers have been shifted down one classification to account for the impacts of grading on soil structure.

Rate Control: Peak stormwater flow rate at each point of site discharge does increase from the pre-development condition for the 24-hour precipitation event with a return frequency of 2-, 10-, 100-year events on site and the 100-year regional event as shown in Table 1. These increases have been reviewed, and no adverse impacts are anticipated. The project will not impact Drainage Sensitive Use areas. While rates may be able to be lowered, this would cause the bypass of the City iron enhanced sand filter, so water quality treatment is being prioritized. The rate control standard is met to the maximum extent practicable.

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
West - Oak Glen Creek (Site Only)	6.3	7.0	17.16	24.0	58.32	60.1
West – Oak Glen Creek (Regional)	146.02	144.98	150.55	147.74	159.47	161.56

Table 1.

Volume Control: The application proposes redevelopment which disturbs more than 50% of the site or reconstructs more than 50% of the existing impervious surface, therefore the volume reduction requirement is equal to 1.1 inches over the area of all impervious surface including existing impervious surface that is not proposed to be reconstructed. The amount of proposed impervious required to be treated is 488,874 ft².

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

Drainage Area	Impervious required to be treated (ft²)	Proposed SMP	TP Removal Factor	Required Water Quality Volume (ft³)	Water Quality Volume Provided (ft³)
Stormwater Pond	488,874	stormwater Pond	0.5	89,627	208,282
Totals:	488,874			89,627	208,282

Table 2.

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

Geotechnical information from September 2025 has been submitted which indicates that seasonally high saturated soils are likely at an approximate elevation of 851 ft NAVD 88. The bottom of an infiltration system would need to be at elevation 854 ft NAVD 88 or above. This is infeasible because of existing site and utility grades.

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

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

Stormwater treatment on site must remove at least 80% of the average annual post development TSS per discharge location. The following TSS removal has been provided:

Discharge Point	TSS Removal Provided
West - Oak Glen Creek	84

Table 3.

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

Discharges to Wetlands: Stormwater from the proposed project is not being discharged into any wetlands, therefore this section does not apply.

Landlocked Basins: The proposed drainage system does not outlet to a landlocked basin, therefore this section does not apply.

Low Floor Freeboard: The proposed project is new development which includes buildings and habitable structures. Therefore, SMPs must be designed such that the lowest basement floor elevations are at least 2 feet above the 100-yr high water level and 1 foot above the emergency overflow. The lowest basement floor elevation proposed is at 858 ft NAVD 88. The applicable 100-year high water levels range from 848.66 to 854.22 ft NAVD 88 and the applicable emergency overflow is 853.8 ft NAVD 88. The freeboard requirement is met.

Maintenance:

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

Easements: All required maintenance easements have been provided on the plans.

Maintenance Agreements: The proposed stormwater management practices will not be maintained as part of standard municipal public work activities. Therefore, a maintenance agreement that meets District standards will be required.

Soils and Erosion Control (Rule 4.0)

Rule 4.0 applies to the proposed project because it is a land disturbing activity that requires a permit under another District rule.

The proposed project drains to Oak Glen Creek. The soils affected by the project include urban 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 a stabilized construction entrance, inlet protection, perimeter control, and street sweeping. The erosion control plan does not meet District requirements because a standard detail for energy dissipation at all outlets has not been provided. The site does require an NPDES permit. See attached Figure 3: Soils and Erosion Control.

Wetlands (Rule 5.0)

The proposed project does not include activities which result in the filling, draining, excavating, or otherwise altering the hydrology of a wetland. Rule 5.0 does not apply.

Floodplain (Rule 6.0)

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 854.22 ft NAVD 88. Compensatory storage is required. The existing flood storage is 12,133 cubic yards. The proposed flood storage is 23,086 cubic yards. The proposed project provides 10,953 cubic yards of additional compensatory storage, which exceeds the required 1:1 ratio and is within the relevant reach. See attached Figure 4: Floodplain Impact.

The proposed project is subject to flood damage. Low floor elevations are proposed at elevation 858 ft NAVD 88, which meets the minimum floor elevation of 2 foot above the 100-year flood profile.

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

The proposed project does not include land disturbing activities which construct, improve, repair, or alter the hydraulic characteristics of a bridge profile control or culvert structure on a creek, public ditch, or major watercourse. The proposed project does not include land disturbing activities which involve a pipeline or utility crossing of a creek, public ditch, or major watercourse.

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

Buffers (Rule 8.0)

The proposed project does not include a land disturbing activity on land adjacent or directly contributing to a Public Water, Additional Waters, High or Outstanding Ecological Value Waters, a Public Ditch, or Impaired Waters/waters exceeding state water quality standards. Rule 8.0 does not apply.

Variances (Rule 10.2)

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

P25-039 Rivers Edge Business Center



Figure 1: Project Location

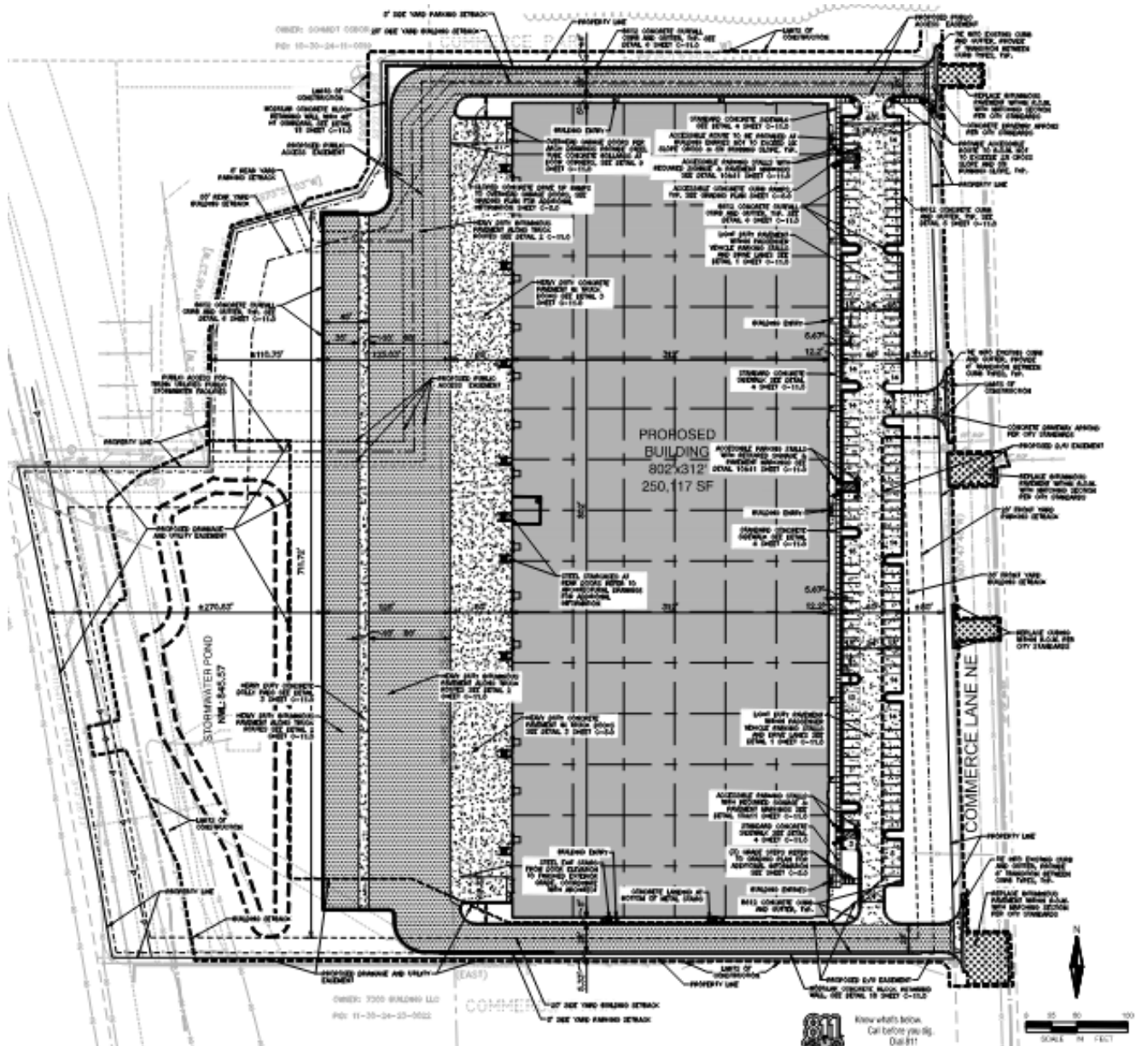


Figure 2: Site Plan

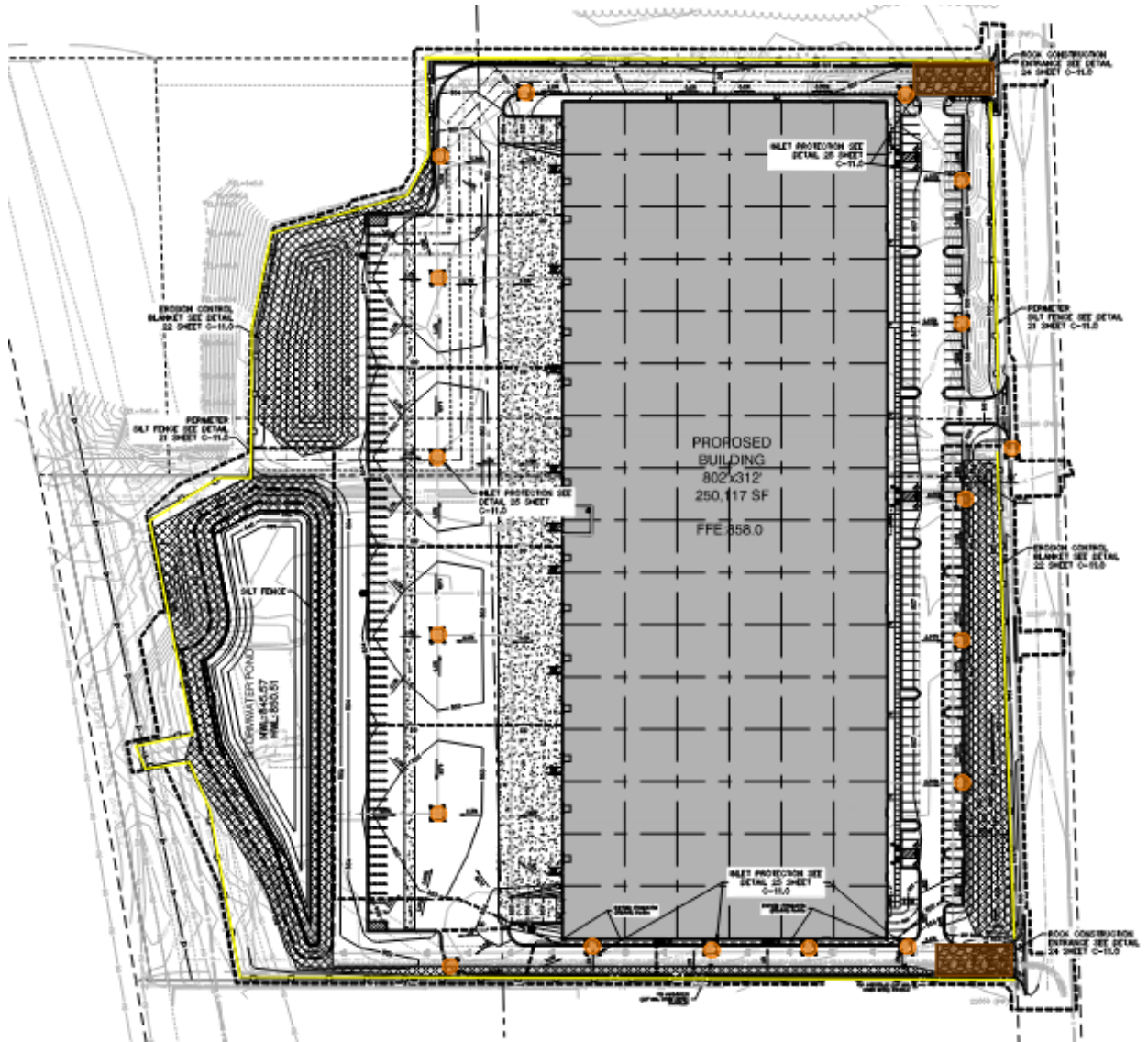


Figure 3: Soils and Erosion Control

Existing storage below 854.22: 12,133CY



Proposed storage below 854.22: 20,638 CY

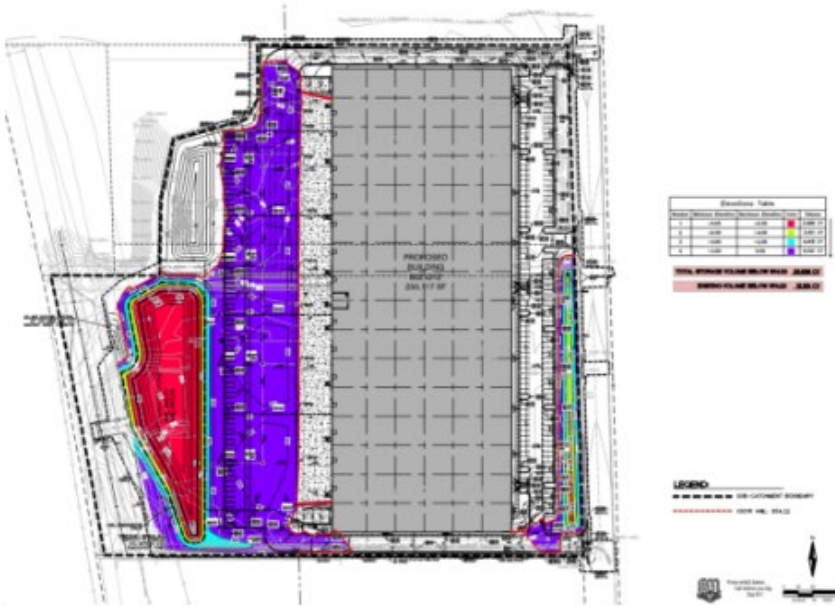


Figure 4: Floodplain Impact

Permit Application Review Report
Date: 1/21/2026

Board Meeting Date: 1/26/2026
Agenda Item: 9

Applicant/Landowner:

Solid Assets LLC
Attn: Marty Fisher
2265 Luther PL Unit 314
St. Paul, MN 55108

Project Name: TSC Ham Lake, MN

Project PAN: P-25-037

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

Project Location: 16350 Johnson St NE, Ham Lake

Site Size: size of parcel - 6.99 acres; size of disturbed area - 5.03 acres; size of regulated impervious surface - 3.02 acres

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

Recommendation: Approve with 3 Conditions and 4 Stipulations

Description: The applicant is proposing the construction of a new commercial building with parking and associated stormwater management features. The project will disturb 5.03 acres and create 3.02 acres of regulated impervious surface. The parcel drains to County Ditch 58. The relevant water resource concerns are stormwater management and soils and erosion control. These correspond to District Rules 3 and 4. See attached Figure 1: Project Location and Figure 2: Site Plan.

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$4,515.00.

Rule 3.0 – Stormwater Management

2. Provide proof of recording of a fully executed Operations and Maintenance Agreement for the perpetual inspection and maintenance of all proposed stormwater management practices after review and approval by the District.

Rule 4.0 – Soils and Erosion Control

3. Update the sediment and erosion control plan to include the following notes:
 - a. portable toilets should be secured.
 - b. hazardous materials and stormwater contaminants should be stored

undercover cover and in sealed containers.

Stipulations: The permit will be issued with the following stipulations as conditions of the permit. By accepting the permit, the applicant agrees to these stipulations:

1. Submittal of as-builts for the stormwater management practices and associated structures listed in Tables 2 and 3, including volume, critical elevations and proof of installation for hydrodynamic separators.
2. Completion of a post construction infiltration test on the Detention Basin by filling the basin to a minimum depth of 6 inches with water and monitoring the time necessary to drain, or multiple double ring infiltration tests to ASTM standards. The Coon Creek Watershed District shall be notified prior to the test to witness the results.
3. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule and quantities prior to construction.
4. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Geotechnical Report	Partner Asset Corporation	08/19/2025	10/08/2025
Water Quality Model	SE3	10/28/2025	10/28/2025
Drainage Report	SE3	01/12/2026	01/14/2026
Construction Plans	SE3	12/01/2025	12/12/2025

Findings

Fees and Escrows (Rule 2.7):

The applicant has submitted a \$4,510.00 application fee and deposit which corresponds with the nonrefundable application fee (\$10) and base fee for a Commercial/Industrial Development project of 6.99 acres (\$4,500.00). The applicant will be required to submit a performance escrow in the amount of \$4,515.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (5.03 acres of land disturbance proposed).

Stormwater Management (Rule 3.0):

Rule 3.0 applies to the proposed project because it includes land disturbing activities creating a cumulative total of 10,000 sf or more of new or fully reconstructed impervious surface.

The Hydrologic Soil Group (HSG) of soils on site are HSG A. Curve Numbers have been shifted down ½ classification to account for the impacts of grading on soil structure.

Rate Control: Peak stormwater flow rate at each point of site discharge does not increase from the pre-development condition for the 24-hour precipitation event with a return frequency of 2-, 10-, 100- years as shown in Table 1. The project will not impact Drainage Sensitive Use areas. The rate control standard is met.

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
MnDOT ROW	0.006	0.002	0.167	0.056	1.336	0.445
Johnson St	7.76	1.33	11.64	5	20.79	19.42

Table 1.

Volume Control: The proposed project is new development; therefore, the volume reduction requirement is equal to 1.1 inches over the area of all impervious surface. The amount of proposed

impervious required to be treated is 131,572 ft².

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

Drainage Area	Impervious required to be treated (ft ²)	Proposed SMP	TP Removal Factor	Required Water Quality Volume (ft ³)	Water Quality Volume Provided (ft ³)
untreated	2,199	none	0	202	0
Infiltration Basin	129,373	Infiltration Basin	1	11,859	24,117
Totals:	131,572			12,061	24,117

Table 2.

The following pretreatment has been provided:

SMP ID	Pretreatment Device/Method	Percent TSS Removal
sediment forebay	sediment forebay	80

Table 3.

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

The Untreated drainage area is a small portion of the drive entrance that cannot be routed to the treatment basin. The volume control standard has been met to the maximum extent practicable as shown in Table 2.

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

Stormwater treatment on site must remove at least 80% of the average annual post development TSS per discharge location. The following TSS removal has been provided:

Discharge Point	TSS Removal Provided
MnDOT ROW	100
Johnson St	87

Table 4.

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

Discharges to Wetlands: Stormwater from the proposed project is not being discharged into any wetlands, therefore this section does not apply.

Landlocked Basins: The proposed drainage system does not outlet to a landlocked basin, therefore this section does not apply.

Low Floor Freeboard: The proposed project is new development which includes buildings and habitable structures. Therefore, SMPs must be designed such that the lowest basement floor elevations are at least 2 feet above the 100-yr high water level and 1 foot above the emergency overflow. The lowest basement floor elevation proposed is 912.45 ft NAVD 88. The applicable 100-year high water level is at 908.08 ft NAVD 88 and the applicable emergency overflow is at 907.05 NAVD 88. The freeboard requirement is met.

Maintenance:

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

Easements: All required maintenance easements have been provided on the plans.

Maintenance Agreements: The proposed stormwater management practices will not be maintained as part of standard municipal public work activities. Therefore, a maintenance agreement that meets District standards will be required.

Soils and Erosion Control (Rule 4.0)

Rule 4.0 applies to the proposed project because it is a land disturbing activity that requires a permit under another District rule.

The proposed project drains to County Ditch 58. The soils affected by the project include Zimmerman 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 stabilized construction entrance, inlet protection, perimeter control and street sweeping. The erosion control plan does not meet District requirements because portable toilets are not proposed to be stabilized and hazardous materials and stormwater contaminants are not proposed to be stored under cover and/or sealed containers. The site does require an NPDES permit. See attached Figure 3. Soils and Erosion Control.

Wetlands (Rule 5.0)

The proposed project does not include activities which result in the filling, draining, excavating, or otherwise altering the hydrology of a wetland. Rule 5.0 does not apply.

Floodplain (Rule 6.0)

The proposed project does not include land disturbing activities within the floodplain as mapped and modeled by the District. Rule 6.0 does not apply.

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

The proposed project does not include land disturbing activities which construct, improve, repair, or alter the hydraulic characteristics of a bridge profile control or culvert structure on a creek, public ditch, or major watercourse. The proposed project does not include land disturbing activities which involve a pipeline or utility crossing of a creek, public ditch, or major watercourse.

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

Buffers (Rule 8.0)

The proposed project does not include a land disturbing activity on land adjacent or directly contributing to a Public Water, Additional Waters, High or Outstanding Ecological Value Waters, a Public Ditch, or Impaired Waters/waters exceeding state water quality standards. Rule 8.0 does not apply.

Variances (Rule 10.2)

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

P25-037 TSC Ham Lake



Figure 1: Project Location



13632 Van Buren St NE | Ham Lake, MN 55304 | 763.755.0975 | www.cooncreekwd.org

13632 Van Buren St NE | Ham Lake, MN 55304 | 763.755.0975 | www.cooncreekwd.org

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: January 26, 2026
AGENDA NUMBER: 10
ITEM: Administration Transition Update

AGENDA: Discussion

ACTION REQUESTED

Review and discuss

PURPOSE

To provide an update on the Administrator transition, summarize initial areas of focus, and identify emerging issues, opportunities, and future discussion topics.

BACKGROUND

Jon Janke formally accepted the District Administrator position effective January 1, 2026. This update provides observations and focus areas from the first several weeks in the role.

ISSUES/CONCERNS/OPPORTUNITIES

Stabilize operations- Initial efforts have focused on maintaining continuity of day-to-day operations while addressing routine administrative and operational issues as they arise. Work has begun to review internal communication and reporting practices, including gathering staff input on areas of historic concern and future needs across programs. Board agendas and meeting materials have continued to be coordinated during this period. Currently, operations are stable, with some adjustments still underway.

2026 program work plans- Initiated annual work planning discussions to better understand planned and budgeted 2026 activities. Meetings with each program helped to review tasks and responsibilities, reduce the risk of work falling through the cracks, and provide an opportunity to discuss pinch points and areas for improvement. Preliminary results indicate that planned workload exceeds available staff capacity in 2026, with pressure unevenly distributed across programs.

Staffing- The Administrator transition resulted in a vacancy in the Director of Operations role. There are also vacancies in the watershed development and public and governmental relations programs from prior staff departures that have not been backfilled as well as a potential staff retirement anticipated in 2027. Staff are in the process of hiring a Project Manager, approved in the 2026 budget to address increased project management demand rather than replace an existing role. While restoring staffing capacity to better balance

workload is time-sensitive, thoughtful evaluation is needed to ensure staffing decisions support both short and long-term agency effectiveness.

Future alignment- Looking ahead, there are anticipated areas of focus such as legislative coordination, partner engagement, and funding related efforts that may require additional Administrator attention. The near-term priority is to position operations and staffing in a way that allows time and capacity to focus on these efforts, with further discussion and direction to occur as appropriate.

IMPLICATIONS

- Current workload reflects agency growth along with the effects of recent leadership and staffing transitions
- Some short-term disruption and project timing adjustments are expected as roles and responsibilities continue to shift
- Workload and capacity challenges vary by program and will require more than one approach to address
- Staffing and workload decisions will affect the District's ability to keep activities and projects moving and meet future demands
- Sequencing decisions carefully will help balance immediate workload pressures with longer term stability

NEXT STEPS

- Complete work planning and workload evaluation to clarify staffing needs and budget flexibility
- Continue Project Manager hiring and assessing options for addressing remaining capacity needs
- Return to the Board with updates or recommendations as staffing and budget considerations become clearer

RECOMMENDATION

None



COON CREEK
WATERSHED DISTRICT

Lower Coon Creek Inspection Report

Jason Hilst
Field Operations Manager
January 26, 2026



Purpose

Identify & Prioritize Maintenance Needs:

- Flooding
- Water Quality
- Wildlife Habitat

Modern survey methods

- Photos at surveyed & points of interest



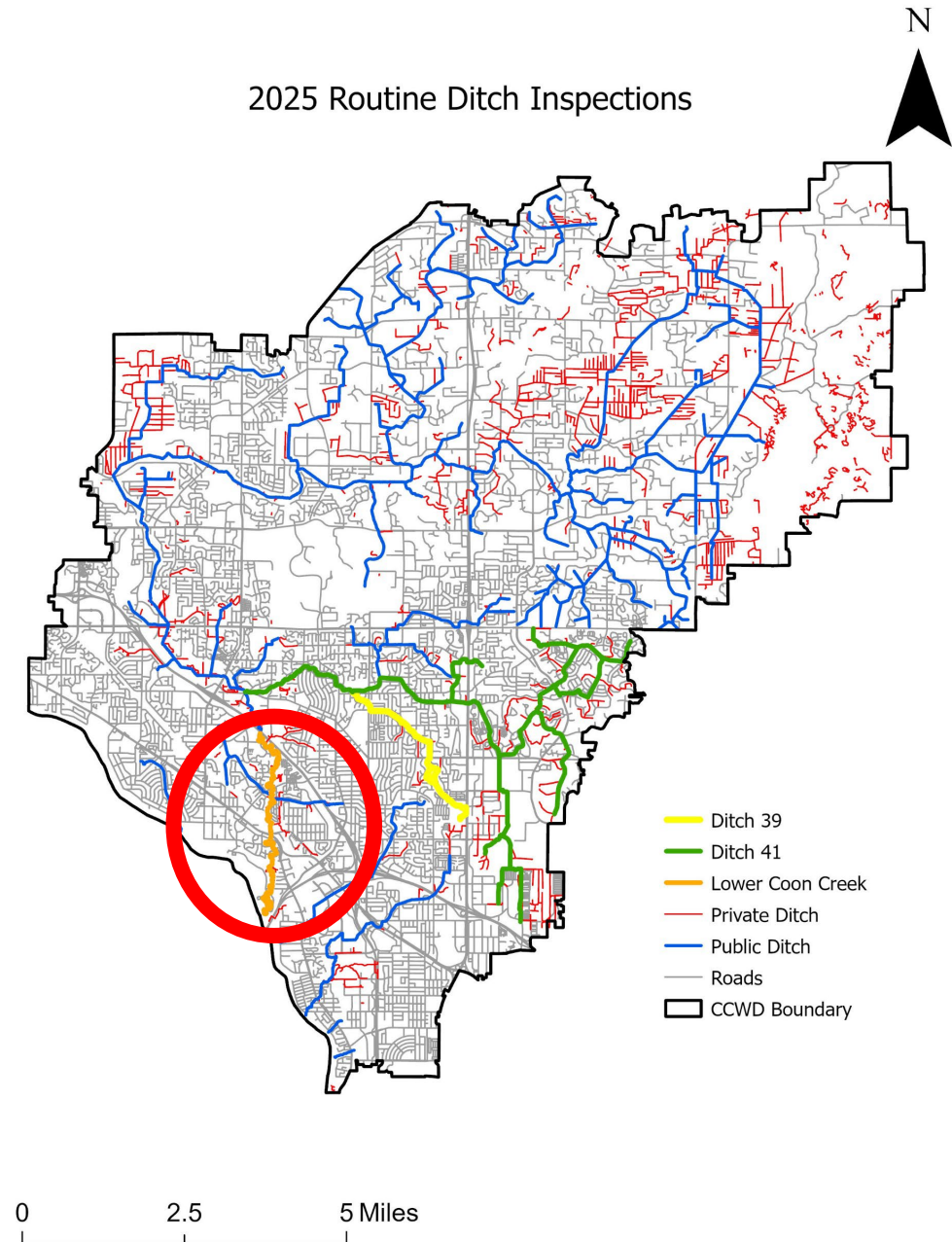
Annual Inspection Program

Inspect 20% of public ditches
2025 : Lower Coon Creek

Ditch 41 [Completed]

Ditch 39 [Completed]

*27.3 Total miles to be inspected in 2025



Lower Coon Creek

Channel Length: **5.1 miles**
26,927 feet

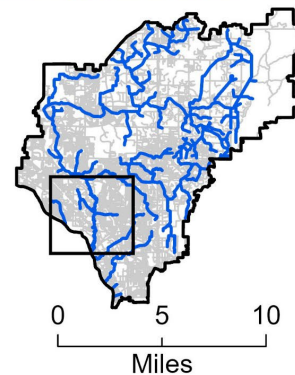
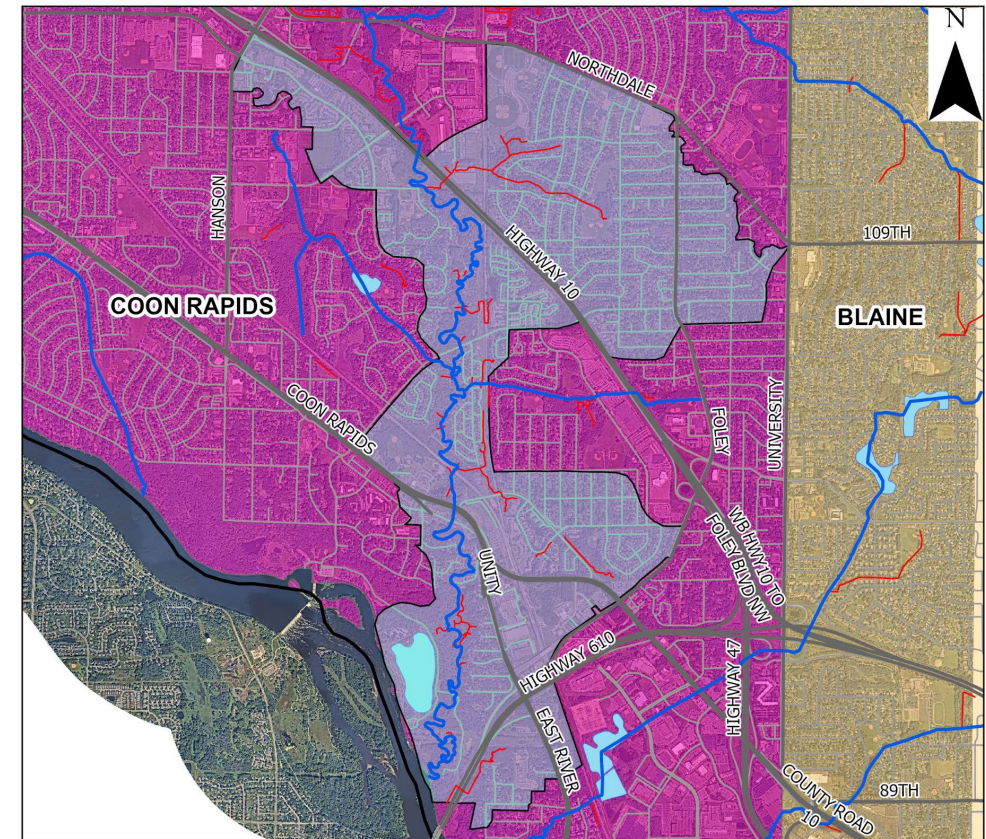
Subwatershed Area: **3.4 sq. miles**
2,175 acres total

0 Public Laterals

Coon Rapids



Lower Coon Creek General



Channel Condition

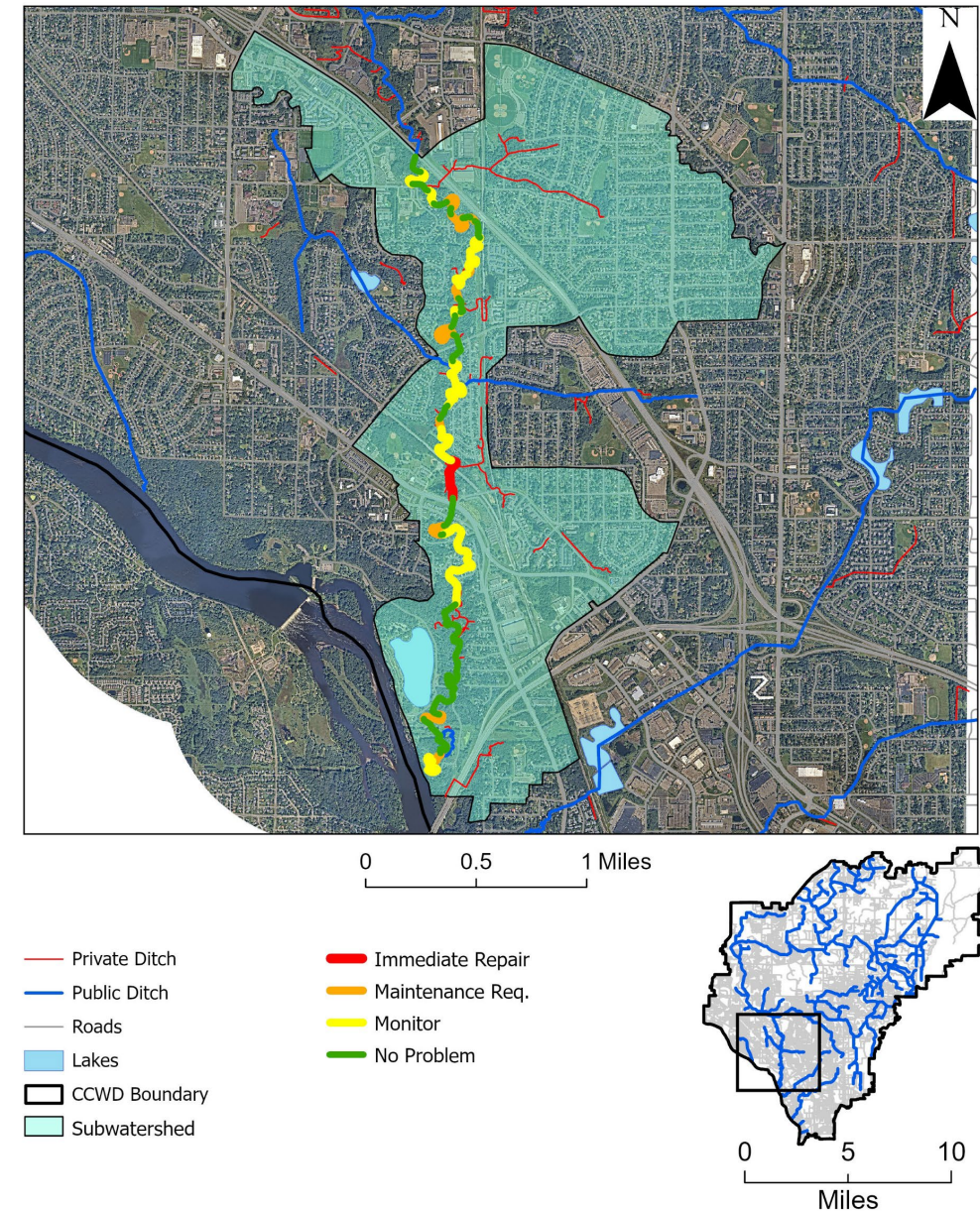
Overall Condition: Fair/Good

Good/Fair : throughout

Fair/Poor : several small sections

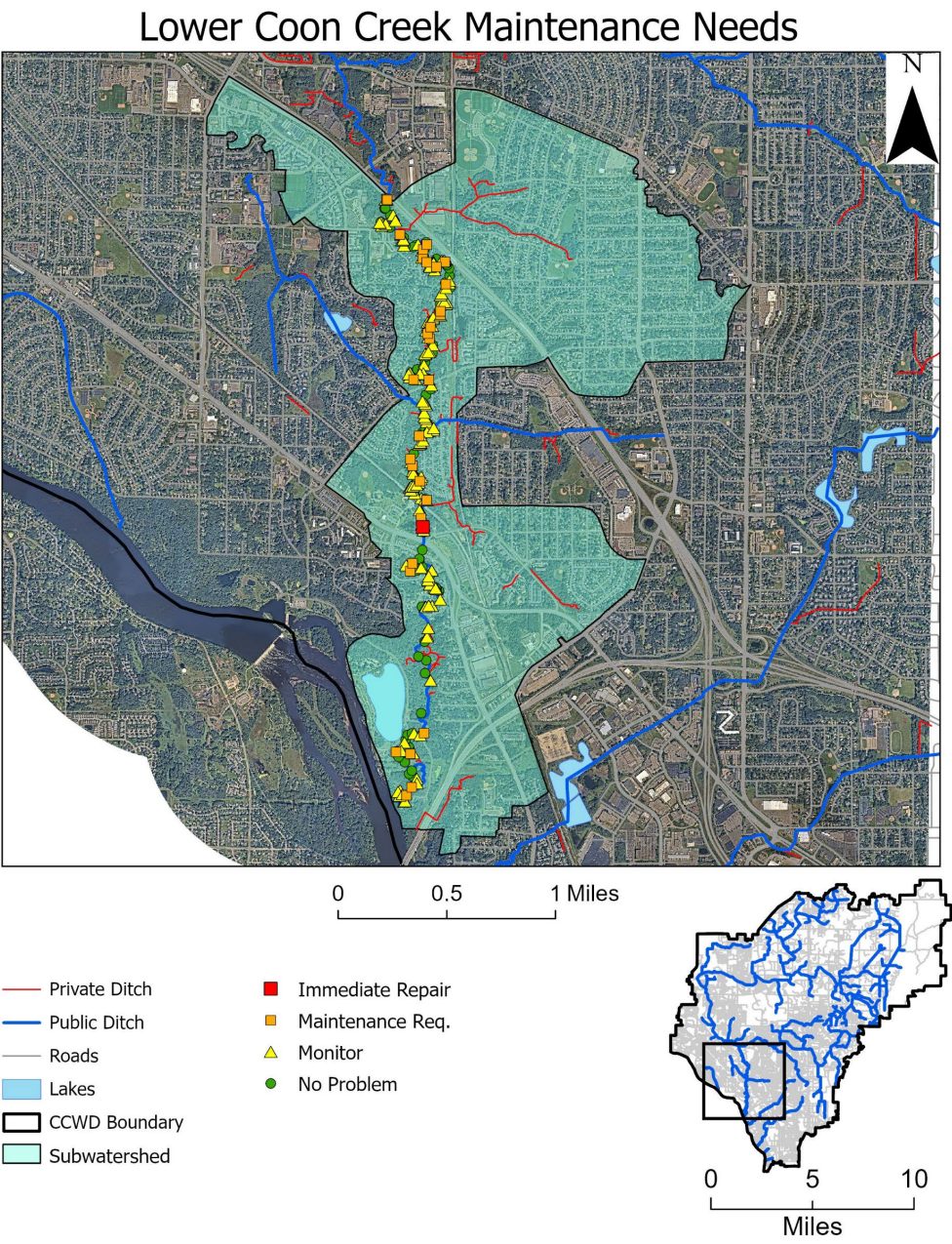
Poor : one section

Lower Coon Creek Channel Condition



Inspection Results

Need	Timeframe	# Sites	Estimated Cost
Immediate	<1 year	1	\$2,000
Projected	1-5 years	31	\$95,900
Potential	5+ years	220	\$2,090,600
TOTAL		252	\$2,188,500



Key takeaways:

Lower Coon Creek is in fair/good condition

There is one immediate maintenance concern (Obstruction)

Staff recommendation:

Receive report

THANK YOU!

Questions?



2020

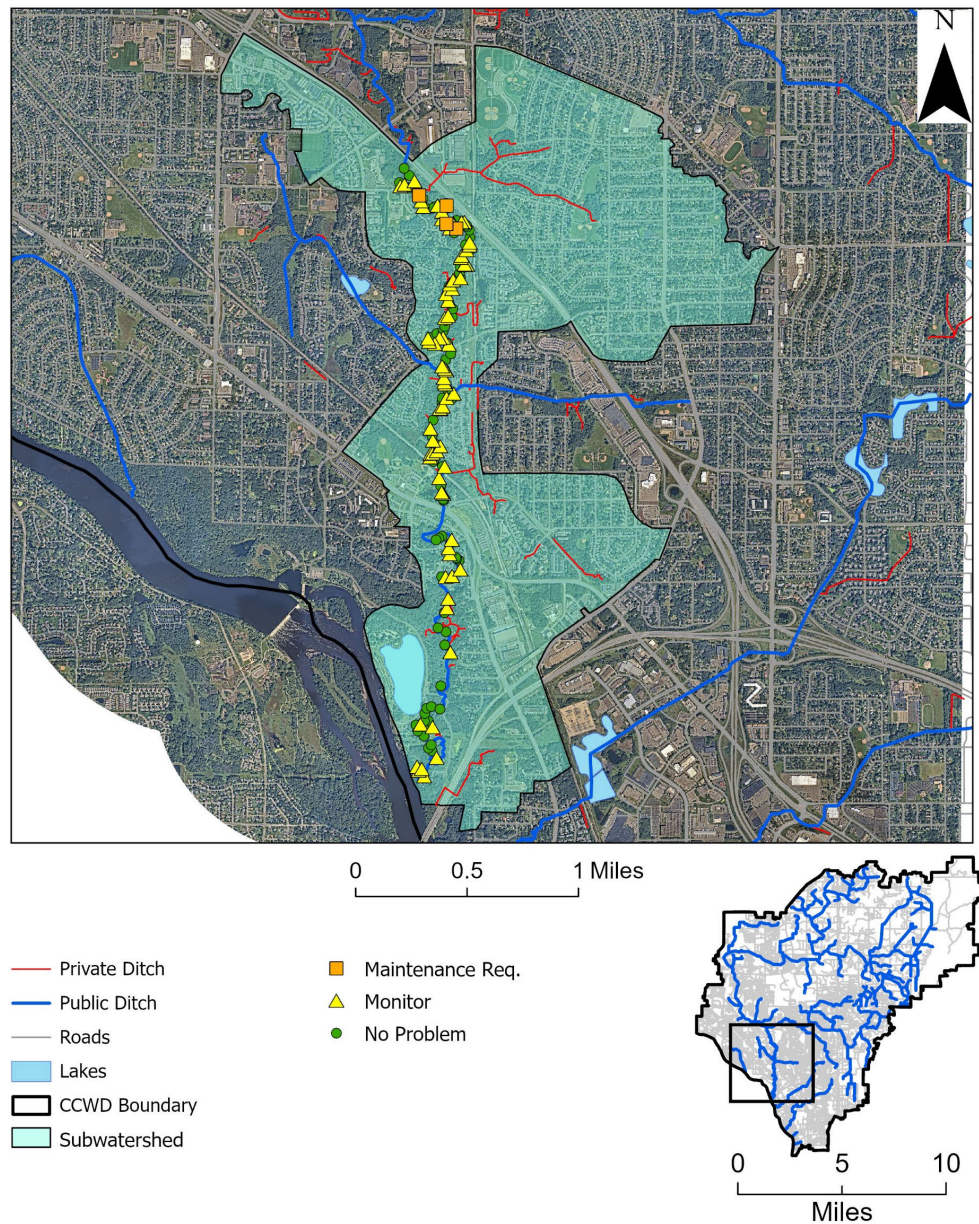
Need	Timeframe	# Sites	Estimated Cost
Immediate	<1 year	1	\$35,750
Projected	1-5 years	42	\$807,600
Potential	5+ years	32	\$521,650
TOTAL		75	\$1,365,000

2025

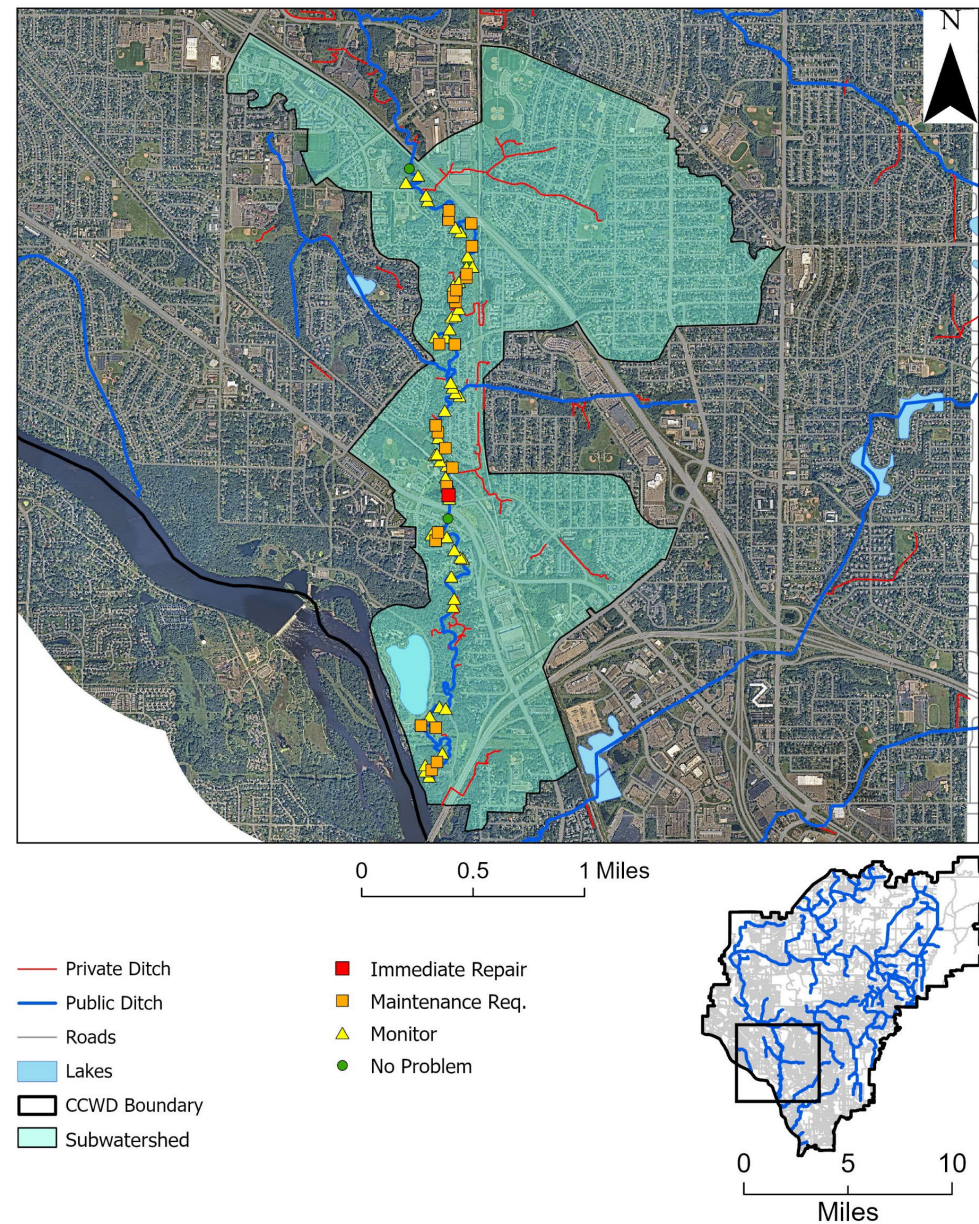
Need	Timeframe	# Sites	Estimated Cost
Immediate	<1 year	1	\$2,000
Projected	1-5 years	31	\$95,900
Potential	5+ years	220	\$2,090,600
TOTAL		252	\$2,188,500



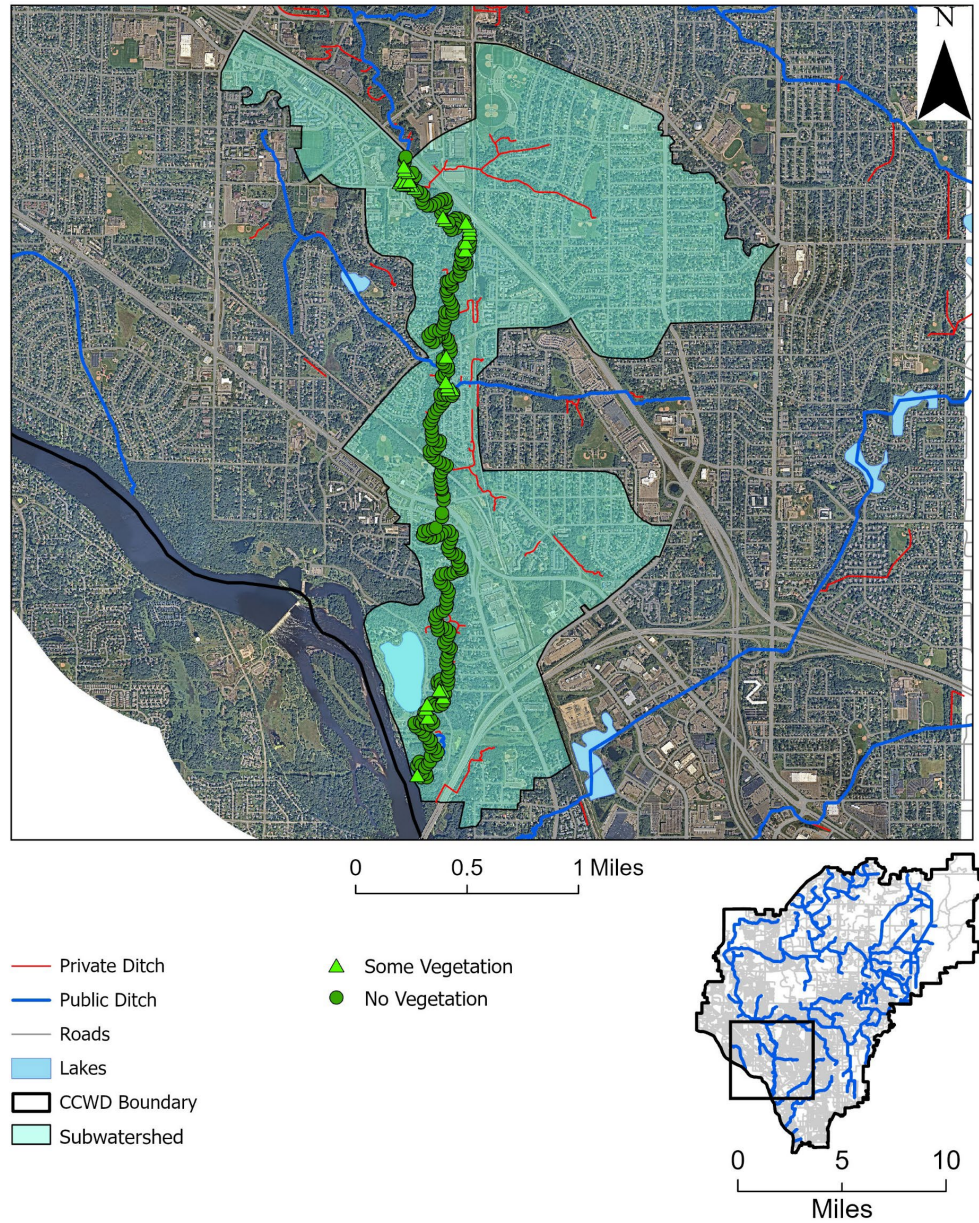
Lower Coon Creek Bank Failures



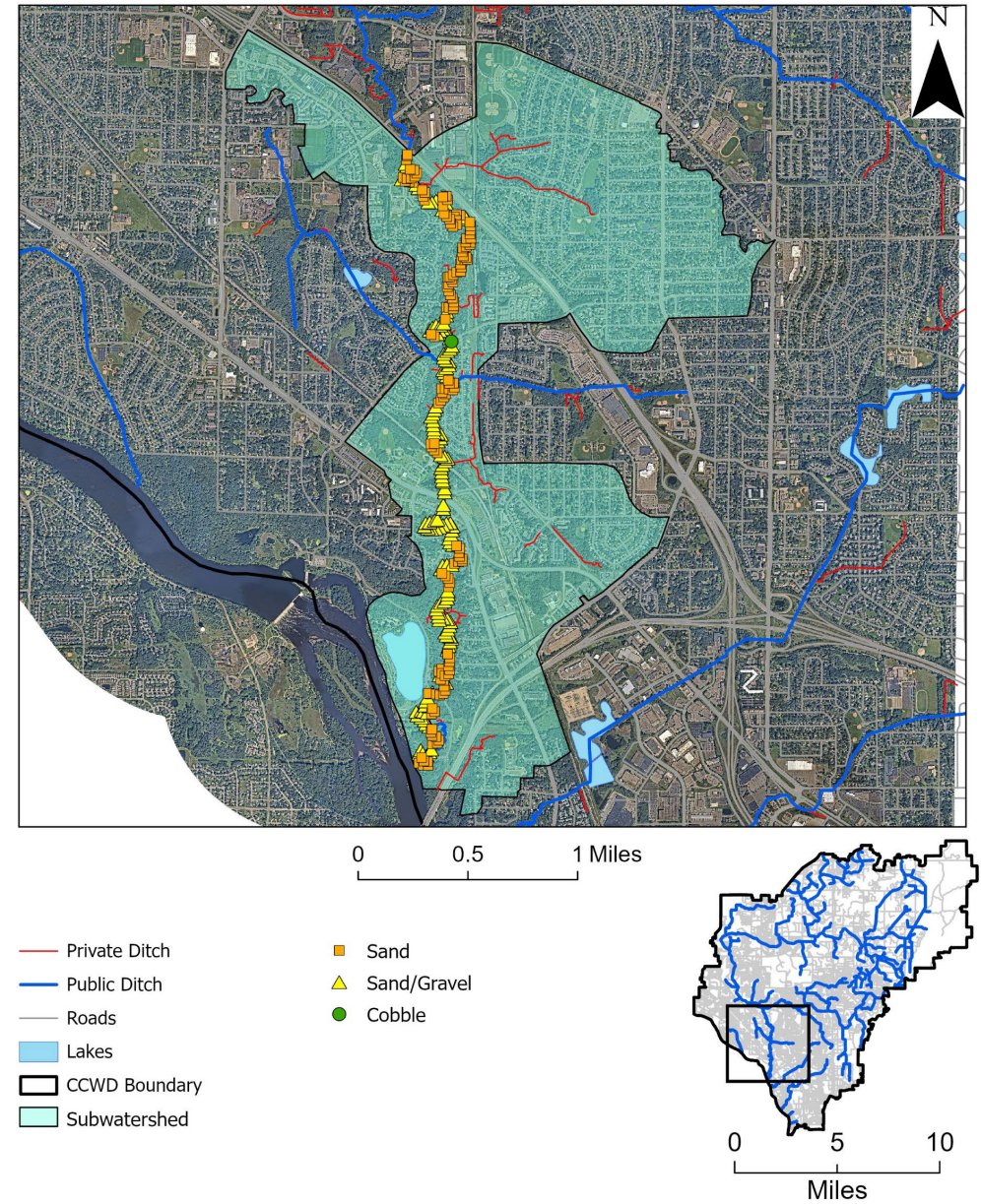
Lower Coon Creek Tree Obstructions



Lower Coon Creek Channel Vegetation



Lower Coon Creek Substrate







COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: January 26, 2026
AGENDA NUMBER: 11
ITEM: Lower Coon Creek Inspection Report

AGENDA: Discussion
FISCAL IMPACT: Budgeted

REQUEST

Receive inspection report.

BACKGROUND

This inspection is part of the District's Operations and Maintenance (O&M) program and the National Pollutant Discharge Elimination System (NPDES) requirement of inspecting 20% of the open channels annually.

Lower Coon Creek is located in Coon Rapids.
The channel is 5.1 miles (26,927 feet)
Drainage area is 3.4 square miles (2,175 acres)
0 Public Laterals

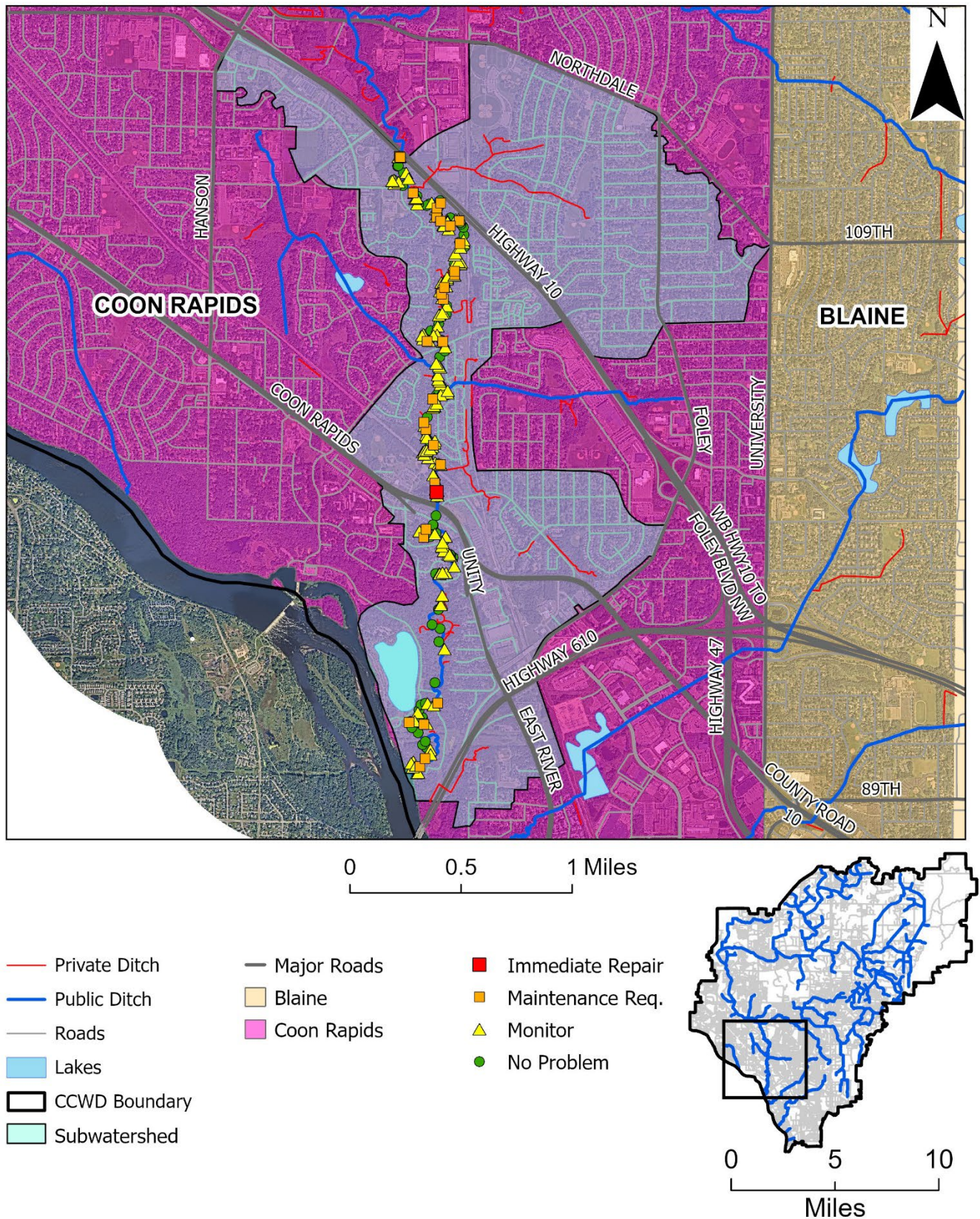
IDENTIFIED MAINTENANCE NEEDS

Need	Count	Cost Estimate	Immediate	Repair	Monitor
Obstruction	71	\$106,000	\$2,000	\$42,000	\$62,000
Ditch Repair	0	\$0	\$0	\$0	\$0
Bank Failure	157	\$2,082,500	\$0	\$53,900	\$2,028,600
Illicit Discharge	0	\$0	\$0	\$0	\$0
Beaver	9	\$0	\$0	\$0	\$0
Other	15	\$0	\$0	\$0	\$0
	252	\$2,188,500	\$2,000	\$95,900	\$2,090,600

RECOMMENDATION

1. Receive report.

Lower Coon Creek General





COON CREEK
WATERSHED DISTRICT

Ditch 41 (Sand Creek) Inspection Report

Jason Hilst
Field Operations Manager
January 26, 2026



Purpose

Identify & Prioritize Maintenance Needs:

- Flooding
- Water Quality
- Wildlife Habitat

Modern survey methods

- Photos at surveyed & points of interest

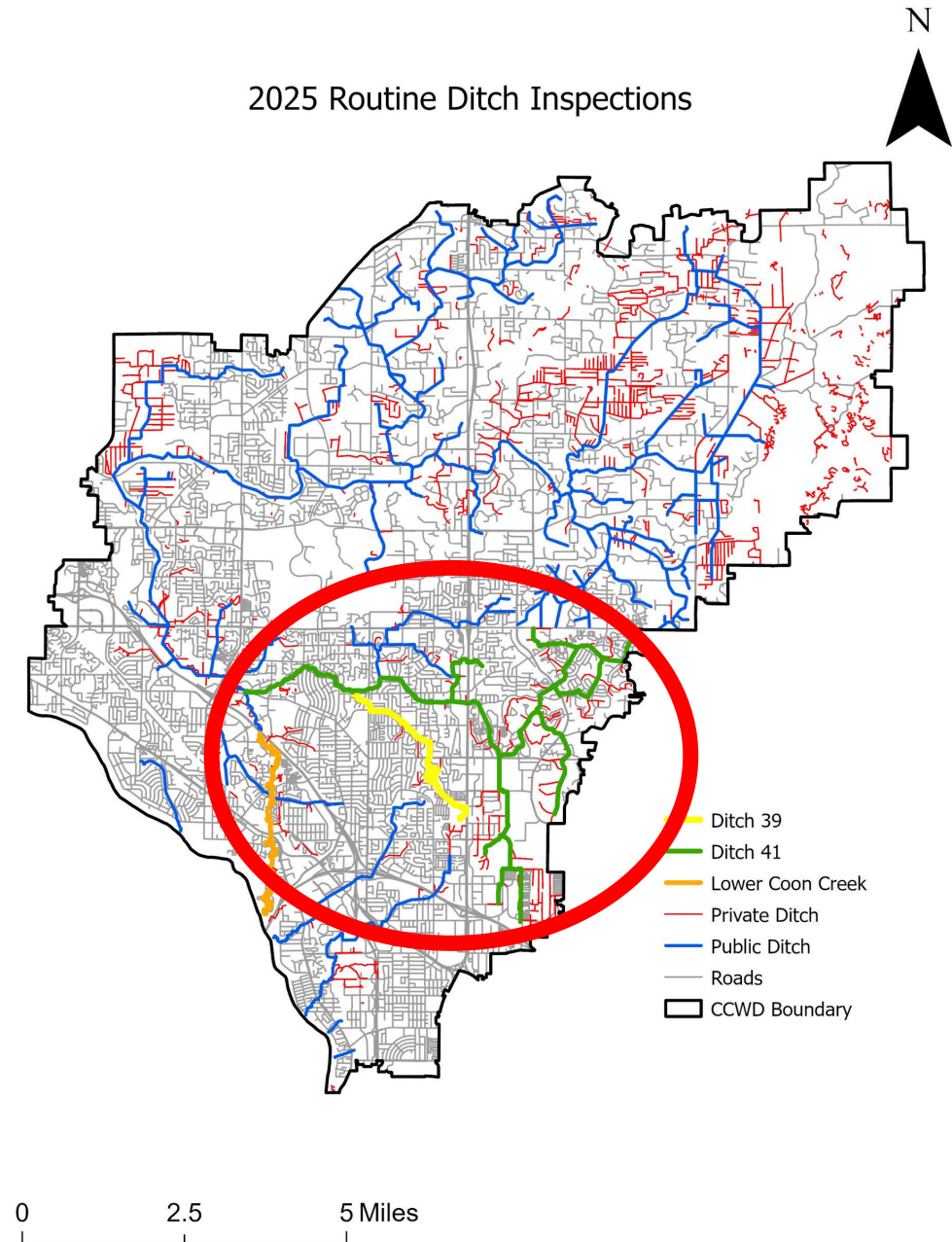


Annual Inspection Program

Inspect 20% of public ditches
2025 : Ditch 41

Lower Coon Creek [Completed]
Ditch 39 [Completed]

*27.3 Total miles to be inspected in 2025



Ditch 41

Channel Length: **18.5 miles**
97,627 feet

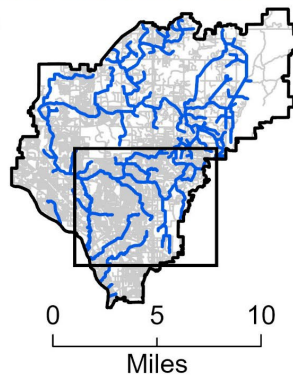
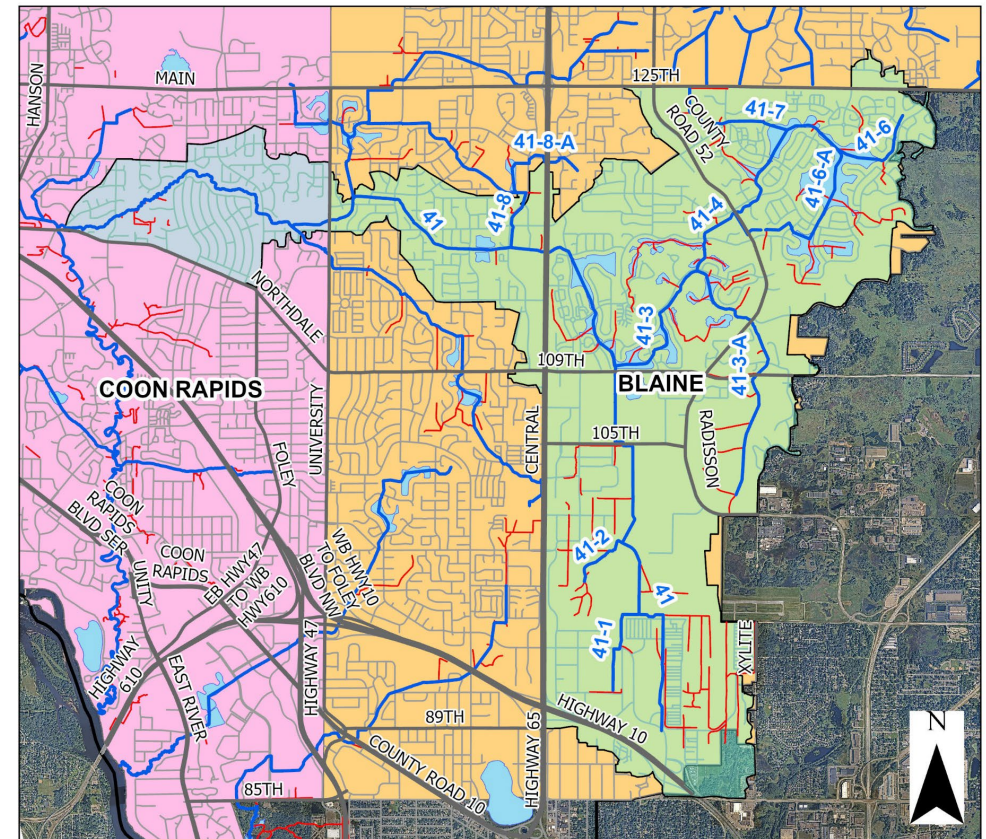
Subwatershed Area: **10.6 sq. miles**
6,815 acres total

11 Public Laterals

Coon Rapids and Blaine



Ditch 41 General



Channel Condition

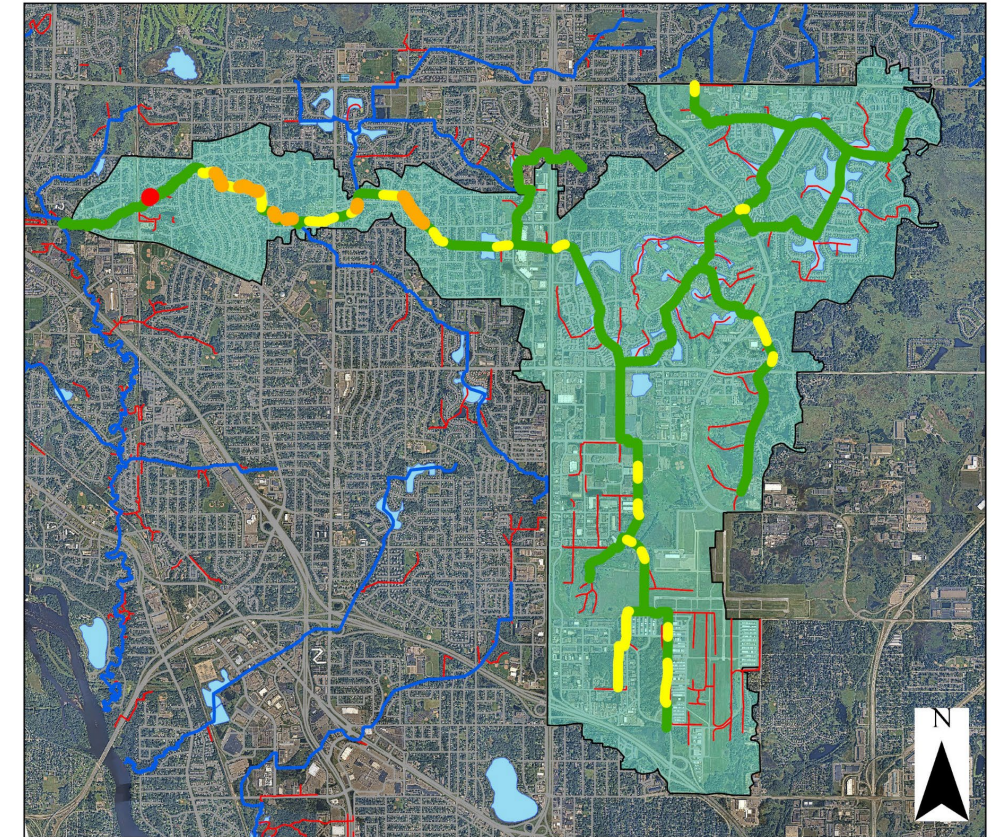
Overall Condition: Good/Fair

Good/Fair : throughout

Fair/Poor : several small sections

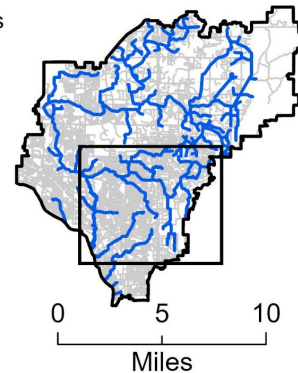
Poor : one small section

Ditch 41 Channel Condition



- Private Ditch
- Public Ditch
- Roads
- Subwatershed
- Lakes
- CCWD Boundary

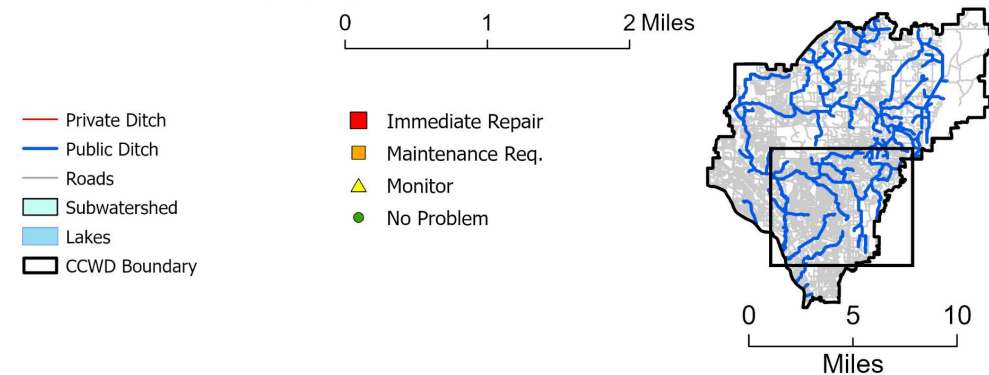
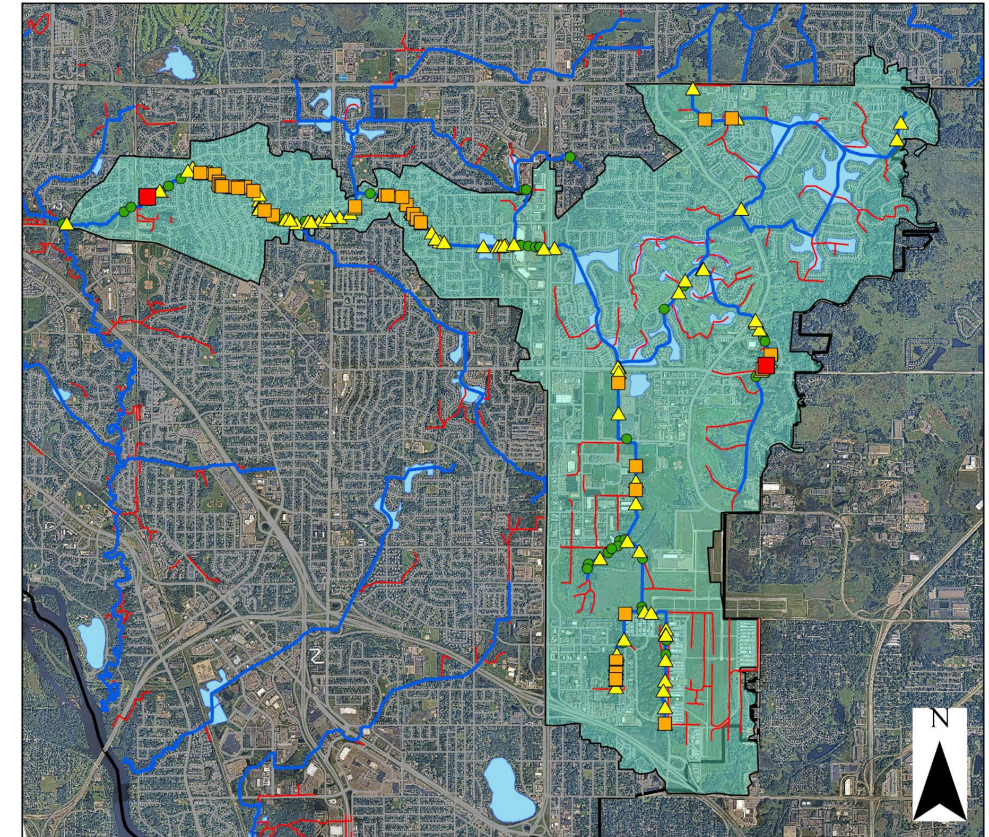
- Immediate Repair
- Maintenance Req.
- Monitor
- No Problem



Inspection Results

Need	Timeframe	# Sites	Estimated Cost
Immediate	<1 year	1	\$3,350
Projected	1-5 years	44	\$50,225
Potential	5+ years	163	\$593,547
TOTAL		208	\$647,122

Ditch 41 Maintenance Needs



Key takeaways:

Ditch 41 is in good/fair condition

There are 2 immediate maintenance concerns

Staff recommendation:

Receive report

THANK YOU!

Questions?



2020

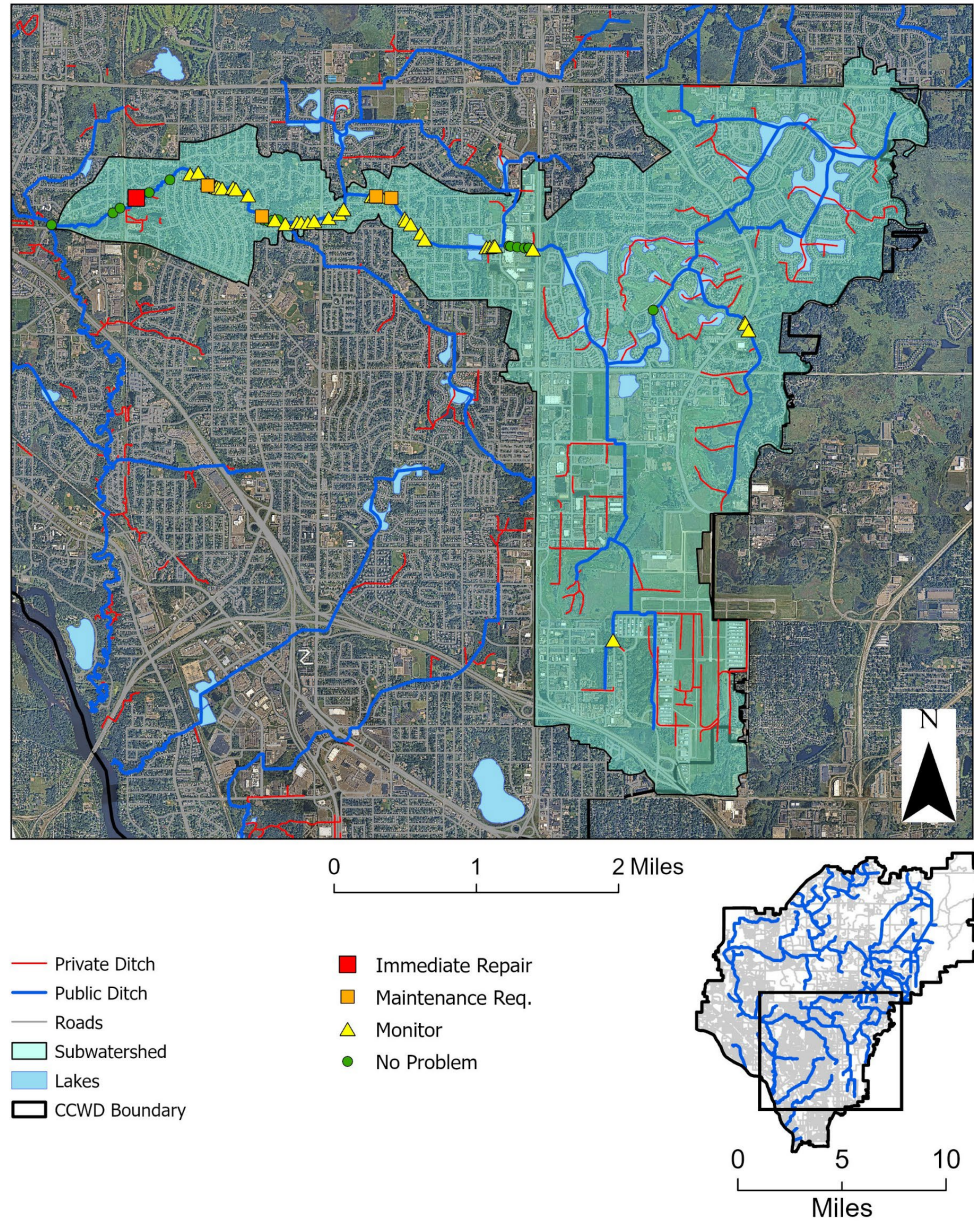
Need	Timeframe	# Sites	Estimated Cost
Immediate	<1 year	4	\$0
Projected	1-5 years	51	\$179,275
Potential	5+ years	86	\$640,950
TOTAL		141	\$820,225

2025

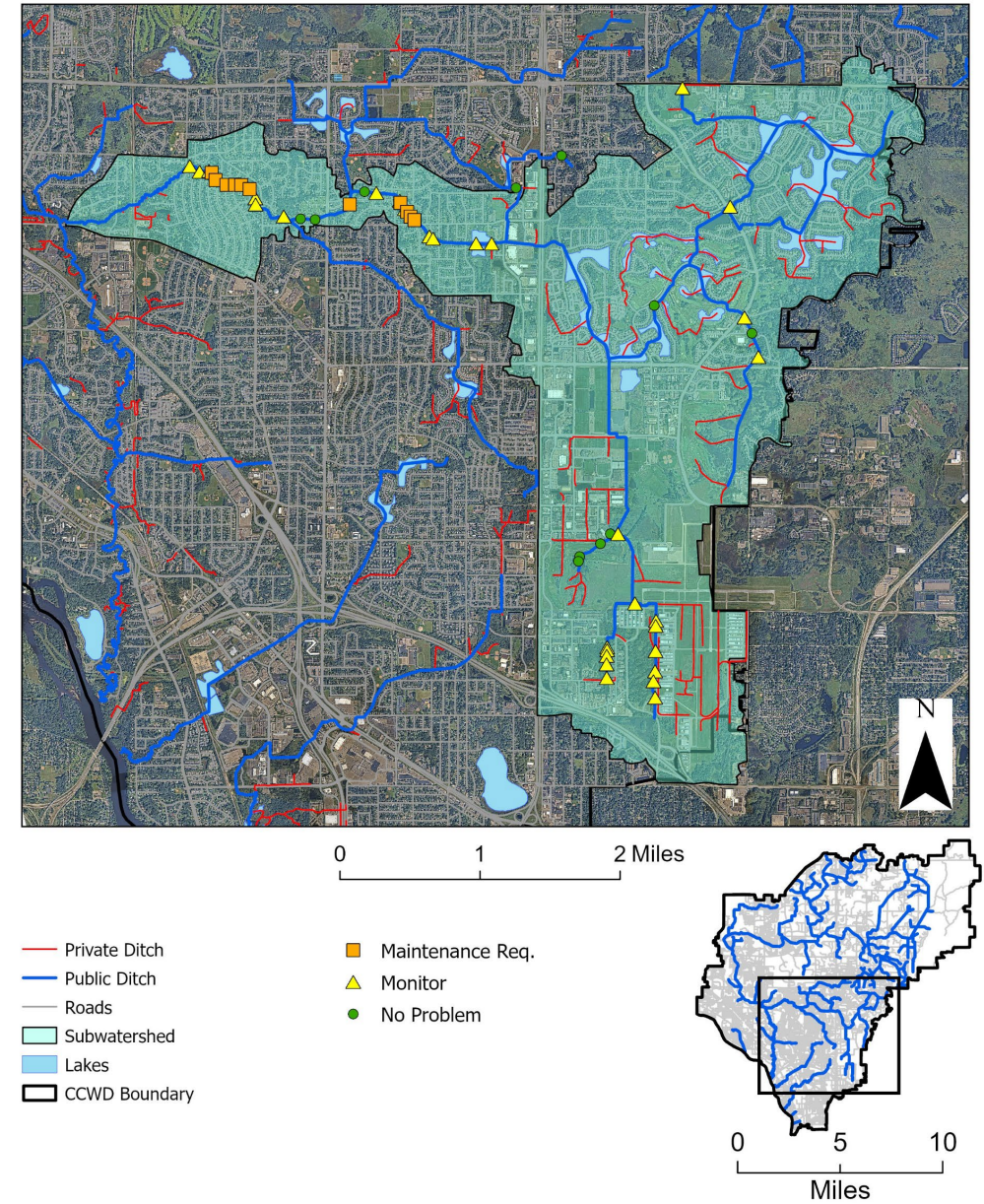
Need	Timeframe	# Sites	Estimated Cost
Immediate	<1 year	1	\$3,350
Projected	1-5 years	44	\$50,225
Potential	5+ years	163	\$593,547
TOTAL		208	\$647,122



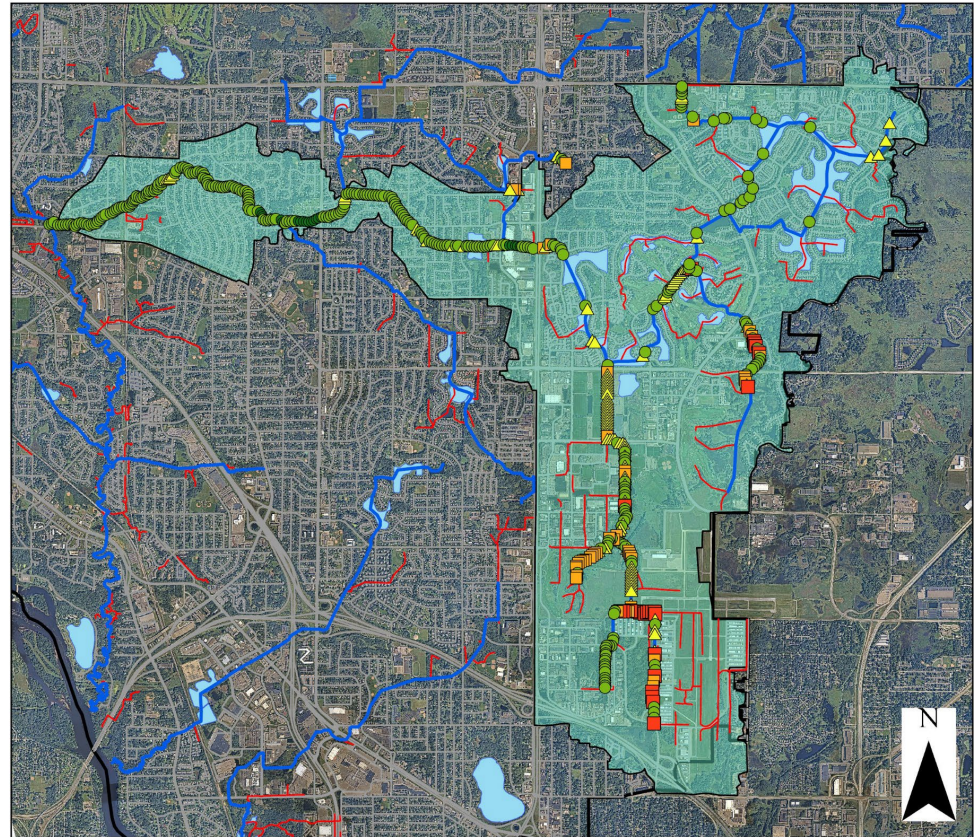
Ditch 41 Bank Failures



Ditch 41 Tree Obstructions

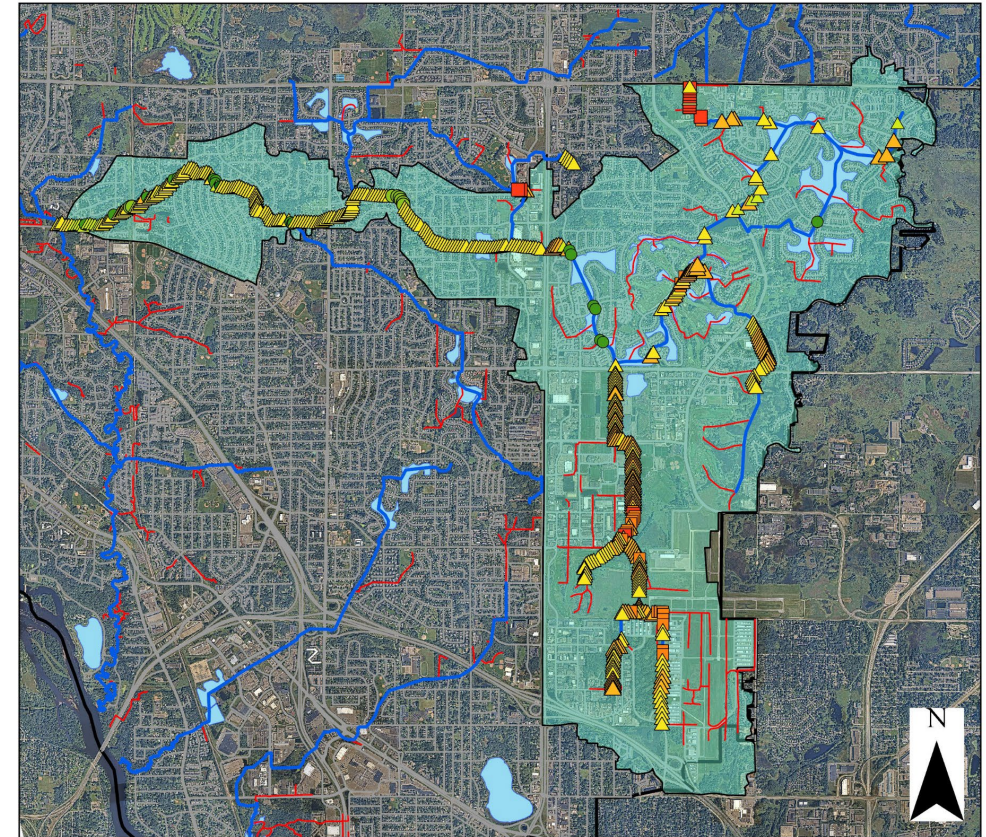


Ditch 41 Channel Vegetation



- Private Ditch
- Public Ditch
- Roads
- Subwatershed
- Lakes
- CCWD Boundary
- Choked w/ Heavy Veg
- Choked w/ Vegetation
- ▲ Heavily Vegetated
- Some Vegetation
- No Vegetation

Ditch 41 Substrate



- Private Ditch
- Public Ditch
- Roads
- Subwatershed
- Lakes
- CCWD Boundary
- Peat
- Silt
- ▲ Sand/Silt
- ▲ Sand
- ▲ Sand/Gravel
- Gravel
- Cobble
- Boulder







COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: January 26, 2026
AGENDA NUMBER: 12
ITEM: Ditch 41 Inspection Report

AGENDA: Discussion
FISCAL IMPACT: Budgeted

REQUEST

Receive inspection report.

BACKGROUND

This inspection is part of the District's Operations and Maintenance (O&M) program and the National Pollutant Discharge Elimination System (NPDES) requirement of inspecting 20% of the open channels annually.

Ditch 41 is located in Coon Rapids and Blaine.
The channel is 18.5 miles (97,627 feet)
Drainage area is 10.6 square miles (6,815 acres)
11 Public Laterals

IDENTIFIED MAINTENANCE NEEDS

Need	Count	Cost Estimate	Immediate	Repair	Monitor
Obstruction	60	\$116,000	\$0	\$22,000	\$94,000
Ditch Repair	14	\$52,672	\$0	\$0	\$52,672
Bank Failure	59	\$478,450	\$3,350	\$28,225	\$446,875
Illicit Discharge	13	\$0	\$0	\$0	\$0
Beaver	2	\$0	\$0	\$0	\$0
Other	60	\$0	\$0	\$0	\$0
	208	\$647,122	\$3,350	\$50,225	\$593,547

RECOMMENDATION

1. Receive report.

Ditch 41 General

