

# **AGENDA**

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

March 9, 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. Receive Administrator's Report
7. Advisory Committee Report
8. Bills/Accounts Payable

### **POLICY ITEMS**

9. Adoption of 2025 Anoka County Hazard Mitigation Plan
10. FY27 Clean Water Fund Competitive Grant Application

### **PERMIT ITEMS**

11. South Shore Estates Second Addition
12. CSAH 10 Pavement Preservation

### **DISCUSSION ITEMS**

13. Personnel Guidance Manual
14. 2026 Legislative Briefing (ABM)
15. Watershed Management Video

### **INFORMATIONAL ITEMS**

### **ADJOURN**

## **BOARD MEETING AGENDA**

**Board Room**  
**Coon Creek Watershed District Offices**  
**Monday, March 9, 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 February 23, 2026**
- 6. Receive Administrator's Report**
- 7. Advisory Committee Report**
- 8. Bills/Accounts Payable**

### **POLICY ITEMS**

- 9. Adoption of 2025 Anoka County Hazard Mitigation Plan**
- 10. FY27 Clean Water Fund Competitive Grant Application**

### **PERMIT ITEMS**

- 11. South Shore Estates Second Addition**
- 12. CSAH 10 Pavement Preservation**

### **DISCUSSION ITEMS**

- 13. Personnel Guidance Manual**
- 14. 2026 Legislative Briefing (ABM)**
- 15. Watershed Management Video**

### **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, February 23, 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.

Board Member Absent: Erin Lind

Staff Present: Jon Janke, Corinne Elfelt, Erin Margl, Jessica Lindemyer, Hattie Hillukka and Michelle Ulrich

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

Board Member McCullough moved to add Permit Item #7 P26-006 Kurvers Residence Home Build, to the Consent Items. Seconded by Board Member Lund. 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**

No announcements

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

No one was present for comment.

### **CONSENT ITEMS**

### **5. Approval of Minutes of February 9, 2026**

### **6. Bills/Accounts Payable**

Claims totaling \$77,962.84 on the following disbursement list will be issued and released upon Board approval.

<b>Vendor</b>	<b>Amount</b>
V0015--ANOKA COUNTY MN	1,189.40
V0024--CITY OF ANDOVER	430.78
V0050--LEAGUE OF MN CITIES INSURANCE TRUST	6,583.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	105.00
V0221--ABDO LLP	3,333.33
V0221--ABDO LLP	1,767.50
V0348--BLUE CROSS BLUE SHIELD OF MN	23,015.98
V0350--FIRST UNUM LIFE INSURANCE COMPANY	659.90
V0351--DELTA DENTAL OF MN	1,683.42
V0352--HEALTH EQUITY INC	865.38
V0352--HEALTH EQUITY INC	33.35
V0352--HEALTH EQUITY INC	963.00
V0352--HEALTH EQUITY INC	768.99
V0352--HEALTH EQUITY INC	288.46
V0352--HEALTH EQUITY INC	900.00
V0360--PAYLOCITY	771.85
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	7,865.02
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,215.00
V0415--GOPHER STATE ONE CALL	50.00
V0426--SGS AXYS ANALYTICAL SERVICES	25,416.00
V0428--JESSICA LINDEMYER	57.48
	<b>77,962.84</b>

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

## **7. P26-006 Kurvers Residence Home Build**

The purpose of this item is the construction of a new single-family home located at 9698 Unity St NW in Coon Rapids, Minnesota.

The project will disturb 0.5 acres and create no regulated impervious. The parcel drains to Lower Coon Creek. The relevant water resource concern is soils and erosion control which is District Rule 4.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to Approve with one (1) Condition and zero (0) Stipulations.

### **Conditions:**

#### Rule 4.0 – Soils and Erosion Control

1. Updated the erosion and sediment control plan to include the following:
  - a. a note that portable toilets should be secured to prevent tipping.
  - b. standard details for erosion control devices.

**Stipulations:**

none

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

**POLICY ITEMS**

No policy items

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

**DISCUSSION ITEMS**

**8. Confined Space Safety Policy**

The purpose of this item was to present the Board with the Coon Creek Watershed District proposed Confined Space Safety Policy that supports implementation of a written confined space program. The program is intended to protect employee safety consistent with applicable safety regulations.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to discuss and consider adoption of Resolution Number 2026-03 Coon Creek Watershed District Confined Space Policy.

Board Member Campbell moved to adopt Resolution Number 2026-03 approving the Coon Creek Watershed District Confined Space Policy. Seconded by Board Member Lund. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

**9. Draft District Rules**

Staff are in the process of updating the District Rules. The purpose of this item is to obtain preliminary feedback on revision and forward the Draft District Rules to the District’s advisory committees to collect feedback.

The intent of this update to the District Rules is to provide clarification on standards that have caused confusion during the permitting process and address any gaps that staff have identified since the current rules have been in place.

Based on the findings and exhibits as presented in the Staff report, the staff requested the Board review and forward the currently proposed revisions noted

in the Draft District Rules for review and comment by the Citizen Advisory Committee (CAC) and Technical Advisory Committee (TAC).

Board Member Lund moved to forward the proposed revisions of the Draft District Rules to the CAC and TAC for review and comment. Seconded by Board Member Hafner. The motion carried with four (4) yeas (Board Members Campbell, Hafner, Lund, and McCullough) and no nays.

## **10. Personnel Guidance Manual**

The purpose of this item is to review and discuss the proposed 2026 Coon Creek Watershed District Personnel Guidance Manual revisions and to provide comments and corrections to provided draft for discussion for adoption.

Adoption of this Personnel Guidance Manual with any recommended board changes will maintain legal compliance in accordance with changes brought about by new laws, including Minnesota Paid Leave, and more clearly define needed policies to provide added protection to the District.

Based on the findings and exhibits as presented in the Staff Report, the staff recommendation was to review, discuss and make recommendations and comment on the proposed Personnel Guidance Manual at the subsequent March 2026 Board of Managers Meetings.

There was no motion made at this time and the issue will be held over.

## **INFORMATIONAL ITEMS**

### **11. Website Accessibility Audit and Compliance**

The purpose of this item is to provide Board members with information on the federal requirements for local government to comply with federal web accessibility requirements and Staff's plan to ensure Coon Creek Watershed District complies by the April 2027 deadline. This effort will be completed within the adopted 2026 budget.

The changes are intended to ensure that local government websites and their content are accessible to people with disabilities, including those with visual, audio or mobility impairments that may use adaptive technology to access government services.

Some of the standards include items such as video captions, alternative text, image descriptions, contrast ratios, keyboard operability, and screen reader compatibility.

No recommendation was made by staff as this is an informational item.

## **12. Governors Executive Order on Permitting Reform**

This issue concerns the Minnesota Pollution Control Agency's permitting efficiency. The Governor released this Executive Order after discovering it is taking far too long (up to 348 days) between applications and issuing air permits, some which are sizable potential pollutants. The Executive Order also addresses MPCA's permitting efficiency goals for its air, water and land permits. This can help watershed districts' permit efficiency with the Governor's support; and is a great initiative to use as momentum to promote positive change for future permitting.

No recommendation was made by staff as this is an informational item.

## **ADJOURNMENT**

Board Member Campbell moved to adjourn at 6:06 pm. 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:** March 9, 2026  
**AGENDA NUMBER:** 6  
**ITEM:** Administrator's Report

---

**AGENDA:** Consent

---

**REQUESTED ACTION:**  
Receive report.

**ADMINISTRATOR'S EVALUATION**

**District Capacity and Capability**

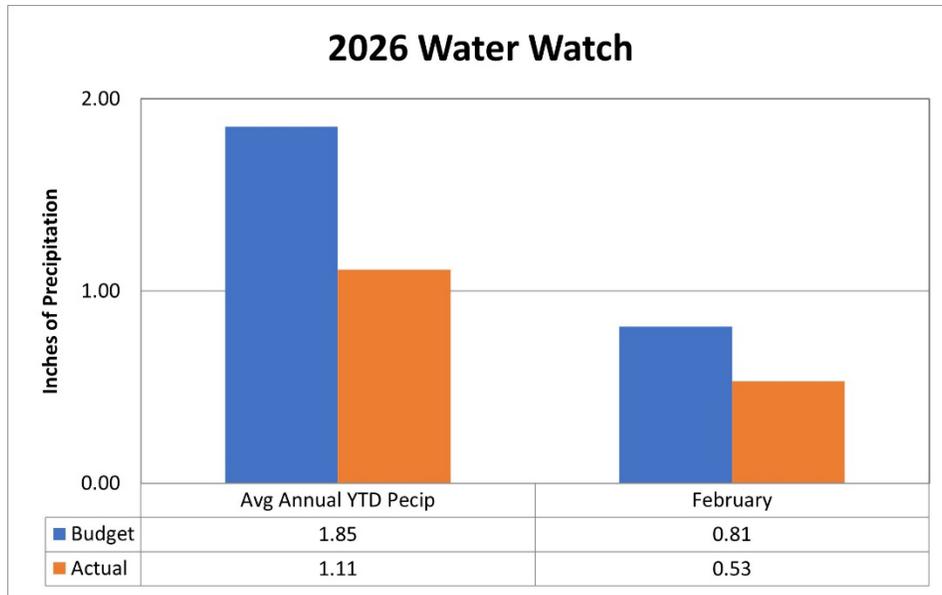
Since the administrative transition on January 1, efforts have focused on stabilizing operational processes, reviewing workload and staffing capacity, and aligning program activities with available funding and staffing resources. Initial evaluation indicates most program areas remain manageable with prioritization, while several areas require adjustments to staffing, consultant support, or scheduling to maintain planned activities. This evaluation will continue over the coming months to inform operational priorities and future staffing considerations.

**MANAGEMENT SITUATION**

**Natural Environment**

The District received an average of **0.53 inches** of precipitation (snow water equivalent) in the month of February. This puts the District 0.28 inches (35%) below average for the month and 0.74 inches (40%) below for the year. February snowfall averaged 2-4 inches, and snowpack depths are 0 to 3 inches with a snow water equivalent of less than 0.5 inches.

According to the latest [US Drought Monitor](#) release (Feb 26<sup>th</sup>), all of Anoka County is free of drought. Currently, springtime flood risk is low due to lack of snowpack, dry soils, and dry conditions leading into winter. Precipitation leading into spring will be the main driver of springtime flood risk.



**Economic Environment**

Minnesota Management and Budget’s February 2026 budget and economic forecast projects a \$3.7 billion surplus for the FY2026–2027 biennium, reflecting stronger-than-expected tax collections and continued economic stability. While the state outlook remains positive, policymakers continue to discuss long-term spending commitments and potential impacts on future budget cycles.

**Management Environment**

Agency	Status
Federal Government	•
State Government	• Minnesota legislators are considering water policy, funding, and permitting issues this session. Staff continue monitoring legislative proposals and coordinating with Minnesota Watersheds and partner organizations to track developments and ensure District interests are represented.
Minnesota DNR	• Flood Hazard Mitigation grant program recommended \$45M in funding; Governor's budget recommends \$9M
Board of Water and Soil Resources (BWSR)	• Local Government Road Wetland Replacement program recommended \$35M in funding; Governor’s budget recommends \$5M.
Minnesota Pollution Control Agency (MPCA)	• Is reissuing the MS4 General Permit regulating municipal stormwater discharges. CCWD submitted comments on draft permit. No updates announced.
Minnesota Watersheds	• Coordinating legislative advocacy and policy discussions affecting watershed districts and water resource management.

**COLLABORATOR ACTIONS CAPACITY AND CAPABILITY**

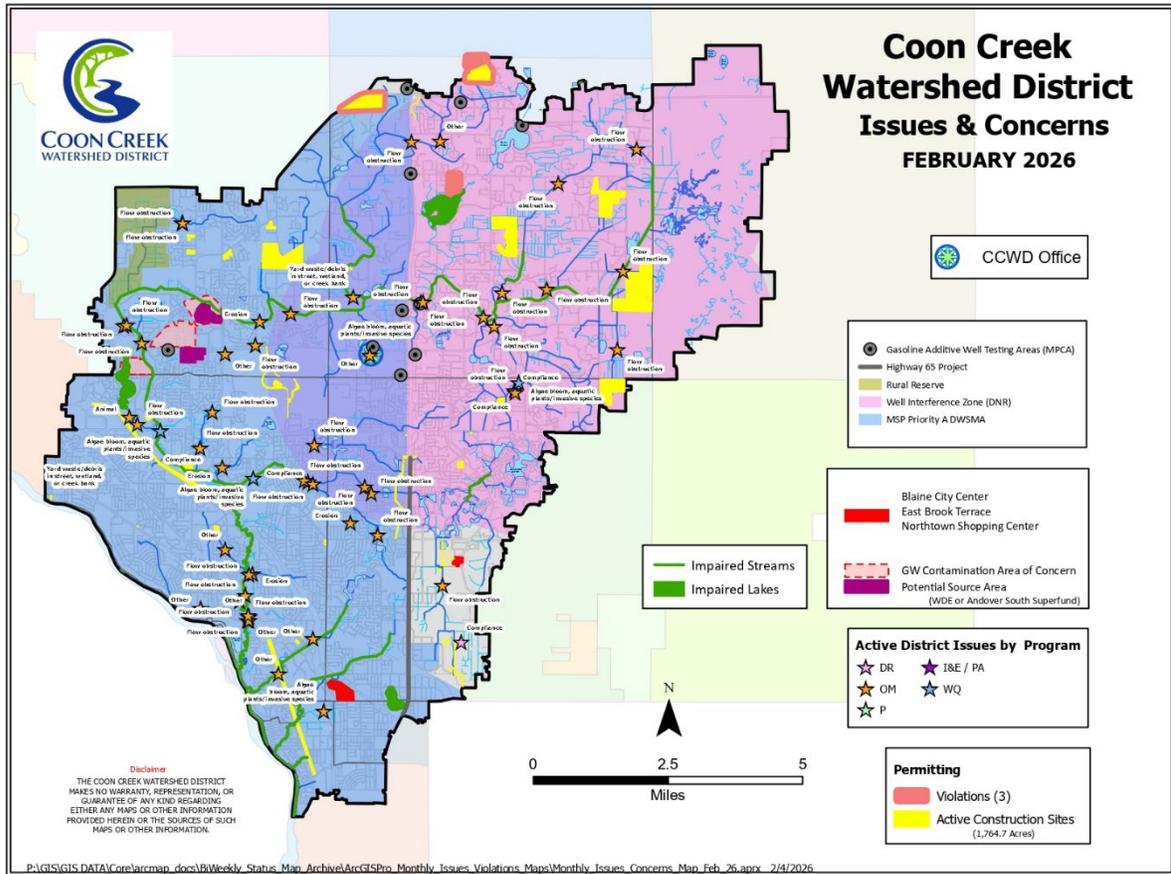
Collaborator	Description
Anoka County	<ul style="list-style-type: none"> <li>• Continuing coordination on regional water planning and administering the process for upcoming CCWD Board appointments.</li> <li>• Anoka County Hazard Mitigation Plan update progressing; partner agencies adopting resolutions.</li> </ul>
Cities	<ul style="list-style-type: none"> <li>• Staff continue meeting with city and county partners to build shared understanding around winter maintenance practices, focusing on opportunities to reduce salt use through improved techniques and technology while maintaining public safety and respecting the operational needs and expertise of maintenance staff.</li> </ul>
Regional Partners	<ul style="list-style-type: none"> <li>• Staff continue coordinating with regional partners on watershed planning and implementation activities.</li> </ul>

## PROBLEMS, ISSUES, AND CONCERNS

### Strategic Issues and Concerns

- **State Regulatory Inconsistency and Unevenness:**
  - State permitting implementation continues to show variability affecting project timelines, scope, and administrative effort. Staff are monitoring developments and recently participated in a DNR Permit Application Completeness discussion and Minnesota Watersheds legislative briefing to improve coordination and ensure District interests are represented.
- **Minneapolis & St Paul Drinking Water Supply Area - Surface Water.**
  - No new activity. Staff will monitor and report any future developments.

# Operational Issues and Concerns

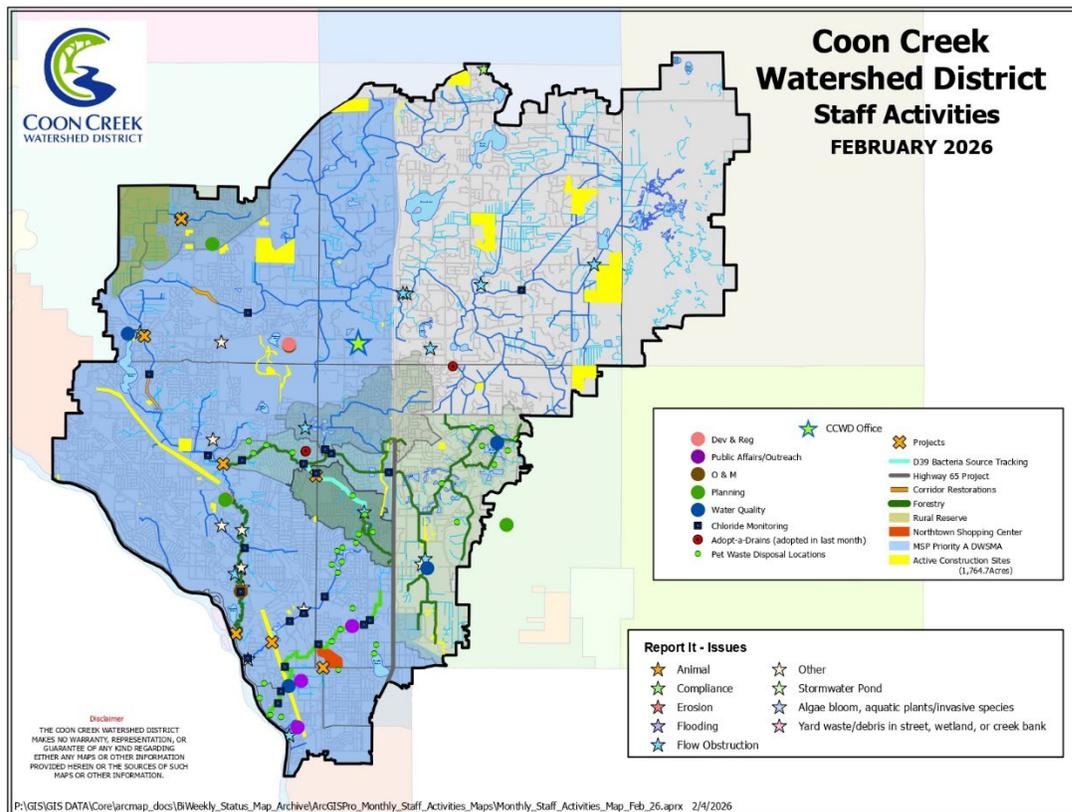


## STAFF ACTIVITIES

### Strategic Management Activities

- 1) **Ditch 39 Flood Modeling and Planning:** MPCA evaluating Ditch 39 planning grant proposals. Award decisions expected within March.
- 2) **Organizational Capacity Review:** Staff continuing evaluation of organizational capacity relative to workload to inform future staffing and budget planning.
- 3) **Legislative coordination:** Staff continue monitoring water policy and funding proposals and coordinating with Minnesota Watersheds.
- 4) **Grant Strategy:** Staff continue pursuing external funding opportunities aligned with District programs and capital projects.

### Operations Activities



## DISTRICT CAPACITY AND CAPABILITY

### Equipment:

- **Equipment On Hand:** Good condition
- **Field and Hard Asset Condition:**
  - Field assets are performing as expected
  - Spring road restrictions are in effect limiting heavy vehicle travel. District construction schedules were planned to avoid impacts this season.

- Scheduled Equipment Purchases:
  - Planning underway to replace one fleet vehicle in 2026

### **Facilities**

- Operating normally for the winter season
- Stormwater filters remain offline until spring startup

### **Training**

- Staff attended MN Erosion Control Association conference and DNR floodplain management training.

### **Staffing:**

- Compliment & Strength: 12.8 FTEs
- Staffing plan: Continue assessing organizational capacity relative to current workload and upcoming program needs. Insights from this evaluation will help inform future staffing considerations as part of upcoming budget discussions.
- Project Manager/Watershed Restoration & Protection Coordinator: Interviews complete. Next steps underway.
- Watershed Development: following the vacancy created in September, options are being reviewed to ensure adequate support for the program.

### **Sustaining:**

- Personnel manual updates underway to align with Minnesota law changes, including new state leave requirements.

### **Benefits**

- No changes to employee benefits this month.

### **Budget & Financials**

- Anoka County certified taxes payable in 2026; tax statements will be mailed mid-March.
- Annual audit underway, kickoff meeting complete, on site audit fieldwork scheduled.

Coon Creek Watershed District  
CCWD - Budget Report

As of Date: 02/28/2026

	Year Ending	Year To Date			
	12/31/2026	02/28/2026			
	CCWD 2026 Budget	CCWD 2026 Budget	Actual Expenses YTD	Variance YTD	
<b>Revenue</b>					
Property Taxes	6,924,414.00	1,154,070.00	0.00	1,154,070.00	-100%
Fees & Charges	180,573.00	30,096.00	36,652.52	(6,556.52)	22%
Grants	2,372,179.00	395,364.00	0.00	395,364.00	-100%
Other Revenue	180,000.00	30,000.00	20,982.39	9,017.61	-30%
<b>Total Revenue</b>	<b>9,657,166.00</b>	<b>1,609,530.00</b>	<b>57,634.91</b>	<b>1,551,895.09</b>	<b>-96%</b>
<b>Expense</b>					
Salaries & Benefits	2,711,666.00	451,946.00	273,245.33	178,700.67	-40%
Professional Services	527,084.00	87,846.00	27,967.03	59,878.97	-68%
Operating Expenses	367,759.00	61,296.00	41,734.30	19,561.70	-32%
Program Expense	6,713,313.00	1,118,892.00	40,508.74	1,078,383.26	-96%
Capitalized Expenses	71,000.00	11,834.00	8.00	11,826.00	-100%
<b>Total Expense</b>	<b>10,390,822.00</b>	<b>1,731,814.00</b>	<b>383,463.40</b>	<b>1,348,350.60</b>	<b>-78%</b>

Created on : 03/04/2026 8:14 AM PST

Coon Creek Watershed District  
Cash Balance

As of Date: 02/28/2026

	Escrow Fund	General Fund	All Funds
	Month Ending	Month Ending	Month Ending
	02/28/2026	02/28/2026	02/28/2026
<b>Cash and Cash Equivalents</b>			
Cash	1,502,789.12	(1,778,410.09)	(275,620.97)
Petty Cash	0.00	250.00	250.00
Investment Account	20,570.00	6,636,746.59	6,657,316.59
<b>Total Cash and Cash Equivalents</b>	<b>1,523,359.12</b>	<b>4,858,586.50</b>	<b>6,381,945.62</b>

Created on : 03/04/2026 8:14 AM PST

February started with an operational fund balance of approximately \$4,941,916.50  
Change in net cash position was - \$83,330.00  
Balance of the escrow trust fund is \$1,521,734.12  
One month into the fiscal year, the budget variance is 18%

## COON CREEK WATERSHED DISTRICT

### Request for Board Action

**MEETING DATE:** March 9, 2026  
**AGENDA NUMBER:** 7  
**ITEM:** Advisory Committees Report

---

**AGENDA:** Policy Discussion Information

---

### ACTION REQUESTED

Receive Report

### BACKGROUND

The Citizen Advisory Committee (CAC) met on February 11th. The Technical Advisory Committee (TAC) met on February 12th.

- The next CAC meeting is scheduled: March 11<sup>th</sup> from 4:30 p.m. hybrid with Zoom.
- The next TAC meeting is scheduled: March 12<sup>th</sup> at 8:30 a.m. hybrid with Zoom.

### ISSUES/CONCERNS

#### Citizen Advisory Committee (CAC)

A majority of the CAC was present at the meeting. Absent were Barbara Goodboe-Bisschoff and Dwight McCullough (Board Liaison).

#### 1. Open Forum

Committee members introduced themselves and welcomed new member, John Lilly. John shared that he is a resident of Blaine, a former employee of the MN DNR, and is interested in learning more about what is happening locally.

#### 2. District Update

Jessica Lindemyer gave a brief update on various District activities including recent weather conditions. There was a general discussion regarding frost depth and spring flood outlook.

Jessica provided an update on the position of Water Restoration and Protection Coordinator. The District received a lot of very strong applications and has begun interviews with the goal of having an individual onboarded within the next couple of months.

#### 3. Springbrook Creek Subwatershed Spotlight

Jessica began the discussion by providing a brief refresher of what a subwatershed is and key terminology.

Jessica introduced the Springbrook Creek Subwatershed, stating that the subwatershed encompasses 4.2 square miles and has impairments for aquatic life and aquatic recreation. Similar to Pleasure Creek Subwatershed, which was spotlighted last month, many of the challenges the District faces with water management in this area stem from the fact that it was largely developed before modern-day stormwater rules were put in place.

Jessica walked the CAC through a virtual tour of the subwatershed, pointing out significant roadways, areas of interest, and notable landmarks in the area including Northtown Mall, Northtown Library, and Springbrook Nature Center. Projects in the area include Aurelia Park Pond completed in 2021 and the upcoming smart outlet modification at the outlet weir of Springbrook Nature Center. Activities in the area include pet waste stations, enhanced street sweeping, and a variety of community engagement activities.

There was general discussion about potential redevelopment plans for Northtown Library, pet waste station sponsorships, municipal street sweeping operations, and flood modeling.

Jessica walked the Committee through a draft design for an educational exhibit on the topic of stormwater vs. wastewater. The purpose of this exhibit is to serve as a visual education tool for events, classrooms, and public information meetings; helping people understand the difference between treated wastewater from their homes and untreated stormwater in the environment. The committee reviewed printed copies of the initial draft design. Feedback from the committee was very positive. Specific comments included:

- Color coordinating the wastewater and stormwater pipes with the wastewater and stormwater terminology
- Create more visual separation between the two pipes by showing the wastewater pipe ‘bouncing’ through the treatment plant to help convey that it is a multi-stage process

## **Technical Advisory Committee (TAC)**

The majority of the TAC was present at the meeting. Absent were Anoka Conservation District, the City of Columbus, the Department of Transportation, and the Department of Health.

### **1. Announcements**

Jon Janke introduced Josh Norman as the area’s new Board Conservationist. TAC members welcomed Josh and briefly introduced themselves.

Justine Dauphinais shared the details for the upcoming Minnesota Stormwater Pond Research and Practice Symposium. Scheduled for March 31st to April 1st, this first-of-its-kind symposium is intended to bring together urban stormwater pond practitioners, professionals, policy leaders, and researchers from public and private sectors. The event will provide an opportunity to examine the state of the use of stormwater ponds as a practice, discuss the science we know and the uncertainties we have, increase awareness of recent and current research efforts, and identify future research priorities and collaboration opportunities. .

## 2. Situation

### Hydrology

Tyler Thompson provided the TAC with a brief update on recent weather and hydrology. Headwaters are currently frozen over, but staff are still observing open water and flow lower in the watershed. Based on current snowpack, the watershed is in good shape for spring, flood predictions are low.

### Legislative Update

Jon Janke noted that the legislature convenes on Tuesday. This legislative session is anticipated to be highly volatile with lots of posturing due to the upcoming elections in the fall. The Minnesota Association of Watersheds will have their 'Day at the Capitol' on March 3rd. The League of Minnesota is scheduled to have their 'Day at the Capitol' on March 11th.

## 3. Concerns

### MS4 Permit Reissuance

Jon Janke opened the floor to discussion regarding proposed feedback on the draft MS4 permit.

Rebecca Haug shared that Anoka County Highways will be providing feedback related to:

- Firefighting foams: Management and enforcement should be left to the fire departments, not the stormwater utility
- PFAS: Request for more clarifying language related to PFAS
- Definitions: Some of the definitions in the draft permit are in conflict with the definitions provided in the Construction Stormwater Permit.

Jim Kosluchar inquired about the section on legal easements and access agreements for stormwater BMPs and how that language may impact existing BMPs, especially those that were established many years ago.

Jim also noted concerns regarding the restrictions on purchasing products with PFAS, stating that it would be nearly impossible to administer given the wide range of products purchased across all departments and via subcontractors.

There was general discussion on the topic of water quality credit trading, how it might be used, and apprehension around the proposed timelines.

Justine Dauphinais shared that she has received confirmation from the MPCA that they will be posting all of the comments received during this initial comment period. District staff will review the posted comments and compare them to the revised permit language to determine what the MPCA addressed and what they did not.

#### **4. Briefs**

##### FEMA Engineering Methods Notification 620 Letter – Anoka County

Jon Janke summarized the FEMA notification letter received by municipalities in Anoka County. In a nutshell, this letter notifies city staff that FEMA will complete the HUC 8 process on a regional basis. Coon Creek Watershed District and Rice Creek Watershed District have completed the HUC 8 process for our respective areas, however the process still needs to be completed for the rest of the County. This letter serves as a notification that the process is happening and the methods they are using. No action is needed.

Dave Berkowitz stated that Andover plans to reach out to FEMA, asking to be included in the process. Dave Krugler also plans to reach out to FEMA.

The official publication date for these maps is anticipated for 2031.

##### Met Council Local Water Plan Update

Jon Janke shared that the Metropolitan Council has announced that they are initiating an update for all local water plans to be consistent with Met Council by December 31, 2028. CCWD recently completed an update of our Comprehensive Plan, which also requires local water plans to be updated. As such, we hope to align timelines with Met Council so that local water plans can incorporate changes from both organizations at one time, rather than going through two separate update processes.

##### Subwatershed Annual Check-Ins

Erik Bye, CCWD Planning Coordinator, will be reaching out shortly to schedule the 2026 subwatershed check-ins.

#### **5. Other Water Management Concerns**

None.

### **RECOMMENDATION**

Receive the report.

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

**MEETING DATE:** March 9, 2026  
**AGENDA NUMBER:** 8  
**ITEM:** Bills to Be Paid

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

**REQUEST**  
 Approve bills

**BACKGROUND**

Claims totaling \$129,625.94 on the following disbursement(s) list will be issued and released upon Board approval.

Vendor	Amount
V0008--US BANK	6,370.43
V0010--A1 FLOOR AND CARPET CARE	1,119.30
V0054--MICHELLE J ULRICH PA	3,065.00
V0096--RANDY WESP EXCAVATING LLC	19,060.00
V0110--RESPEC COMPANY LLC	9,025.00
V0111--WELL GROOMED LAWNS INC	904.00
V0128--YTS COMPANIES LLC	4,797.50
V0138--RMB ENVIRONMENTAL LABORATORIES INC	208.00
V0150--PROWIRE INC	309.90
V0221--ABDO LLP	3,333.33
V0221--ABDO LLP	1,803.50
V0221--ABDO LLP	35,000.00
V0249--PLAUDIT DESIGN	450.00
V0249--PLAUDIT DESIGN	2,700.00
V0299--MP+G MARKETING SOLUTIONS LLC	7,224.55
V0352--HEALTH EQUITY INC	855.35
V0352--HEALTH EQUITY INC	288.46
V0352--HEALTH EQUITY INC	5,000.00
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	7,865.02
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,215.00
V0380--METRO BLOOMS	1,200.00
V0394--RECTANGLE DESIGNS LLC	5,000.00
V0421--RAMSEY-WASHINGTON METRO WATERSHED DISTRICT	1,881.60
V0429--ALLYANT	10,950.00
	<b>129,625.94</b>

Item 8: Bills to be Paid Page 2 of 2

Company name:	Coon Creek Watershed District									
Created on:	3/4/2026									
Vendor name	Bill number	Date	Fund name	Department name	Account	Capital Project ID	Grant ID	Transaction amount	Memo	
<b>2272026</b>										
MINNESOTASTATE RETIREMENT SYSTEM	02272026	2/27/2026	General Fund	Water Quality	60718			435.00	02272026 MRSR PYRL	
MINNESOTASTATE RETIREMENT SYSTEM	02272026	2/27/2026	General Fund	Administration	60718			200.00	02272026 MRSR PYRL	
MINNESOTASTATE RETIREMENT SYSTEM	02272026	2/27/2026	General Fund	Planning	60718			150.00	02272026 MRSR PYRL	
MINNESOTASTATE RETIREMENT SYSTEM	02272026	2/27/2026	General Fund	Watershed Development	60718			105.00	02272026 MRSR PYRL	
MINNESOTASTATE RETIREMENT SYSTEM	02272026	2/27/2026	General Fund	Operations & Maintenance	60718			25.00	02272026 MRSR PYRL	
<b>Sum for 02272026</b>								<b>1,215.00</b>		
<b>0326CCWD</b>										
A1 FLOOR AND CARPET CARE	0326CCWD	3/4/2026	General Fund	Administration	61105			1,119.30	MAR2026 CLEANING SERVICE	
<b>Sum for 0326CCWD</b>								<b>1,119.30</b>		
<b>10642759</b>										
METRO BLOOMS	10642759	2/24/2026	General Fund	Public & Governmental Affairs	61549			1,200.00	PROJ26-609	
<b>Sum for 10642759</b>								<b>1,200.00</b>		
<b>2026 INITIAL PYMT</b>										
RECTANGLE DESIGNS LLC	2026 INITIAL PYMT	2/23/2026	General Fund	Public & Governmental Affairs	61549	PROJ24-610		5,000.00	INITIAL PYMT ENGAGEMENT SBORK I&E	
<b>Sum for 2026 INITIAL PYMT</b>								<b>5,000.00</b>		
<b>2026 PYMT 1</b>										
MP+G MARKETING SOLUTIONS LLC	2026 PYMT1	2/19/2026	General Fund	Public & Governmental Affairs	61549	PROJ24-610		7,224.55	INITIAL PYMT MARKET RESEARCH SBORK I&E	
<b>Sum for 2026 PYMT 1</b>								<b>7,224.55</b>		
<b>202602670</b>										
FLAUIDIT DESIGN	202602670	2/26/2026	General Fund	Public & Governmental Affairs	61549			450.00	JAN-MAR2026 WEBSITE SUPPORT & MAINT	
<b>Sum for 202602670</b>								<b>450.00</b>		
<b>202603768</b>										
FLAUIDIT DESIGN	202603768	3/3/2026	General Fund	Public & Governmental Affairs	61559			2,700.00	DEPOSIT WCAG AUDIT IMPL	
<b>Sum for 202603768</b>								<b>2,700.00</b>		
<b>258A</b>										
RANDY WESP EXCAVATING LLC	258A	3/1/2026	General Fund	Operations & Maintenance	61549	PROJ26-401		19,060.00	26 NON ROUT MAINT D60-3 ISS 26-002	
<b>Sum for 258A</b>								<b>19,060.00</b>		
<b>27454</b>										
WELL GROOMED LAWN INC	27454	2/28/2026	General Fund	Administration	61250			904.00	CCWD FLOW & SHOVEL FEB 26	
<b>Sum for 27454</b>								<b>904.00</b>		
<b>40714</b>										
YIS COMPANIES LLC	40714	2/24/2026	General Fund	Operations & Maintenance	61251	PROJ26-400		3,895.00	26 D R M FORESTRY LC 97 TH LN	
YIS COMPANIES LLC	40714	2/24/2026	General Fund	Water Quality	63595	PROJ25-509		902.50	LCCOR FORESTRY	
<b>Sum for 40714</b>								<b>4,797.50</b>		
<b>4U3X5XD</b>										
HEALTH EQUITY INC	4U3X5XD	3/5/2026	General Fund	Planning	60713			5,000.00	HE DPC EB 2025 REIMB	
<b>Sum for 4U3X5XD</b>								<b>5,000.00</b>		
<b>519431</b>										
ABDO LLP	519431	2/28/2026	General Fund	Administration	63052			3,333.33	ACCT90223FS PROF SVCS FEB 26	
<b>Sum for 519431</b>								<b>3,333.33</b>		
<b>519487</b>										
ABDO LLP	519487	3/1/2026	General Fund	Administration	63052			35,000.00	ACCT90223FS 2025 AUDIT PREP CONTRACT	
<b>Sum for 519487</b>								<b>35,000.00</b>		
<b>519712</b>										
ABDO LLP	519712	2/28/2026	General Fund	Administration	63052			1,803.50	ACCT300036 WSPYRL & CONSULT FEB 26	
<b>Sum for 519712</b>								<b>1,803.50</b>		
<b>61523</b>										
PROWIRE INC	61523	2/19/2026	General Fund	Administration	61263			309.90	SO 31905 ANNUAL FIRE TESTING COMPLIANCE	
<b>Sum for 61523</b>								<b>309.90</b>		
<b>BD21461</b>										
RMB ENVIRONMENTAL LABORATORIES INC	BD21461	2/20/2026	General Fund	Water Quality	61549	PROJ26-504		208.00	WOB021461 MONITORING	
<b>Sum for BD21461</b>								<b>208.00</b>		
<b>CCWD02272026</b>										
RAMSEY WASHINGTON METRO WATERSHED DISTRICT	CCWD02272026	2/27/2026	General Fund	Public & Governmental Affairs	61549	PROJ24-610		1,881.60	REIMB JAN 26 GET GRITTY CAMPAIGN	
<b>Sum for CCWD02272026</b>								<b>1,881.60</b>		
<b>Charge payoffs - 2889</b>										
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			-890.70		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Water Quality	20020			11.88		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			18.37		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Water Quality	20020			20.00		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Water Quality	20020			21.71		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Public & Governmental Affairs	20020			23.05		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Operations & Maintenance	20020			24.19		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Public & Governmental Affairs	20020			24.50		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Operations & Maintenance	20020			26.27		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Water Quality	20020			27.29		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Public & Governmental Affairs	20020			31.04		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Public & Governmental Affairs	20020			35.00		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			35.17		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			36.66		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Water Quality	20020			38.04		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Water Quality	20020			38.30		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Operations & Maintenance	20020			39.30		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Public & Governmental Affairs	20020			40.00		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			45.00		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Operations & Maintenance	20020			49.72		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Public & Governmental Affairs	20020			52.86		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			68.77		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Public & Governmental Affairs	20020			72.00		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			86.45		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			100.00		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			106.29		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			108.30		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			124.00		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Operations & Maintenance	20020			137.90		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			145.32		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Public & Governmental Affairs	20020			254.96		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			295.52		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			297.56		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Operations & Maintenance	20020			318.89		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Public & Governmental Affairs	20020	PROJ24-619		358.00		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Public & Governmental Affairs	20020	PROJ23-602		394.53		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			511.60		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Operations & Maintenance	20020			700.41		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Public & Governmental Affairs	20020	PROJ23-602		768.97		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			799.13		
US BANK	Charge payoffs - 2889	3/3/2026	General Fund	Administration	20020			973.72		
<b>Sum for Charge payoffs - 2889</b>								<b>6,370.43</b>		
<b>Feb-26</b>										
MCHELLE JULRCH PA	FEB2026	3/1/2026	General Fund	Administration	63453			3,065.00	LEGAL FEB2026	
<b>Sum for FEB2026</b>								<b>3,065.00</b>		
<b>INV-11940</b>										
ALLYANT	INV-11940	2/27/2026	General Fund	Public & Governmental Affairs	61549	PROJ25-609		10,950.00	ACCESSIBILITY AUDIT HUB SUBSCR SUPPORT	
<b>Sum for INV-11940</b>								<b>10,950.00</b>		
<b>INV01260741</b>										
RESPEC COMPANY LLC	INV01260741	2/17/2026	General Fund	Administration	63010			9,025.00	PROJ2735 24013 GIS SERVICES FEB 26	
<b>Sum for INV01260741</b>								<b>9,025.00</b>		
<b>M3TIV31</b>										
HEALTH EQUITY INC	M3TIV31	2/27/2026	General Fund	Administration	60713			394.05	FEB 27 HSAEE DEDUCT	
HEALTH EQUITY INC	M3TIV31	2/27/2026	General Fund	Water Quality	60713			144.00	FEB 27 HSAEE DEDUCTIONS	
HEALTH EQUITY INC	M3TIV31	2/27/2026	General Fund	Planning	60713			144.23	FEB 27 HSAEE DEDUCTIONS	
HEALTH EQUITY INC	M3TIV31	2/27/2026	General Fund	Watershed Development	60713			100.00	FEB 27 HSAEE DEDUCTIONS	
HEALTH EQUITY INC	M3TIV31	2/27/2026	General Fund	Public & Governmental Affairs	60713			73.07	FEB 27 HSAEE DEDUCTIONS	
<b>Sum for M3TIV31</b>								<b>855.35</b>		
<b>PQ67YJKP</b>										
HEALTH EQUITY INC	PQ67YJKP	3/3/2026	General Fund	Operations & Maintenance	60713			288.46	HE DPC JIMAR3	
<b>Sum for PQ67YJKP</b>								<b>288.46</b>		
<b>SOMPER000839276</b>										
PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	SOMPER000839276	2/27/2026	General Fund	Administration	21050			7,865.02	02272026 PERA PYRL	
<b>Sum for SOMPER000839276</b>								<b>7,865.02</b>		
<b>Sum Total</b>								<b>129,625.94</b>		

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

**MEETING DATE:** March 9, 2026  
**AGENDA NUMBER:** 9  
**ITEM:** Adoption of 2025 Anoka County Hazard Mitigation Plan

---

**AGENDA:** Policy

---

**ACTION REQUESTED**

To consider adoption of the 2025 Anoka County Hazard Mitigation Plan (Plan) by Resolution No. 2026-04.

**PURPOSE & SCOPE OF ITEM**

To provide a review of the approved Plan, the Coon Creek Watershed District's role in the Plan, and the purpose of local adoption of the Plan for consideration by the Board.

**BACKGROUND**

Hazard mitigation plans are countywide plans that identify and reduce risk from natural hazards on the landscape. The hazard mitigation plans are implemented by the county and local governments within the county. Inclusion in a hazard mitigation plan provides local governments eligibility for FEMA and state hazard mitigation grants. These plans are required to be updated every five years.

In early 2025, CCWD engaged Anoka County early in the plan update process to ensure it would be included in this plan update. On April 14<sup>th</sup>, 2025, staff presented survey responses to the Board that were shared with Anoka County for incorporation into the plan. On September 8<sup>th</sup>, 2025, staff presented the draft Mitigation Action Chart that CCWD provided to Anoka County to be included in the plan.

The 2025 Anoka County Hazard Mitigation Plan received the FEMA "Approval Pending Adoption" letter on January 28<sup>th</sup>, 2026 (attached). The Anoka County Board of Commissioners signed Resolution #2026-PS02 adopting the Plan on February 17<sup>th</sup>, 2026.

The CCWD must adopt the Plan by resolution to participate in the approved Plan and gain eligibility for FEMA and state hazard mitigation grants.

**OPTIONS**

1. Discuss and adopt Resolution No. 2026-04 Adoption of the 2025 Anoka County Hazard Mitigation Plan
2. Discuss and determine not to proceed with adoption.

**Attachments:**

- a) FEMA Approval Pending Adoption letter
- b) Resolution 2026-04 Adoption of the 2025 Anoka County Hazard Mitigation Plan



**FEMA**

January 28, 2026

Ms. Kristen Dellwo  
State Hazard Mitigation Officer  
Homeland Security and Emergency Management  
Minnesota Department of Public Safety  
444 Cedar Street, Suite 223  
Saint Paul, MN 55101

Dear Ms. Dellwo:

The Hazard Mitigation Assistance Community Resilience Branch of FEMA Region 5 has determined the local mitigation plan meets all applicable FEMA mitigation planning requirements except its adoption by the participating jurisdictions of the Anoka County 2025 Hazard Mitigation Plan.

Mitigation plans may include additional content to meet Element H: Additional State Requirements or content the local government included beyond applicable FEMA mitigation planning requirements. Determination that the plan is Approvable Pending Adoption (APA) does not include the review or approval of content that exceeds the applicable FEMA mitigation planning requirements.

An approved local mitigation plan, including adoption by the local government, is one of the conditions for applying for and/or receiving FEMA mitigation grants from the following programs:

- Hazard Mitigation Grant Program (HMGP)
- HMGP Post-Fire
- Building Resilient Infrastructure and Communities
- Flood Mitigation Assistance
- Safeguarding Tomorrow Revolving Loan Fund

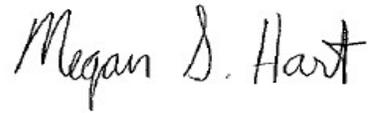
Participating jurisdictions that adopt the plan more than one year after APA status has been issued must either:

- Validate that their information in the plan remains current with respect to both the risk assessment (no recent hazard events, no changes in development) and their mitigation strategy (no changes necessary); or

- Make necessary updates before submitting the adoption resolution to FEMA.

We look forward to receiving the adoption resolution(s) and discussing options for implementing this mitigation plan. If there are any questions from either you or the communities, please contact Meg Burrows at (202) 769-6711 or [meghan.burrows@fema.dhs.gov](mailto:meghan.burrows@fema.dhs.gov).

Sincerely,

A handwritten signature in black ink that reads "Megan S. Hart". The signature is written in a cursive, slightly slanted style.

Megan S. Hart  
Branch Chief  
Hazard Mitigation Assistance Community Resilience

Enclosures: Plan Participant Status List and Local Plan Review Tool

Enclosure: Plan Participant Status List

Below is the list of the approvable pending adoption jurisdictions in the referenced hazard mitigation plan. Please submit an adoption resolution for each jurisdiction to be included as an approved participant of the plan.

Community Name	Jurisdiction Status
1) Andover city	APA
2) Anoka city	APA
3) Anoka County	APA
4) Bethel city	APA
5) Blaine city	APA
6) Centerville city	APA
7) Circle Pines city	APA
8) Columbia Heights city	APA
9) Columbus city	APA
10) Coon Creek Watershed District	APA
11) Coon Rapids city	APA
12) East Bethel city	APA
13) Fridley city	APA
14) Ham Lake city	APA
15) Hilltop city	APA
16) Lexington city	APA
17) Lino Lakes city	APA
18) Linwood township	APA
19) Nowthen city	APA
20) Oak Grove city	APA
21) Ramsey city	APA
22) Spring Lake Park city	APA
23) St. Francis city	APA

**RESOLUTION No. 2026-04**  
**RESOLUTION TO ADOPT THE 2025 ANOKA COUNTY**  
**HAZARD MITIGATION PLAN**

WHEREAS, the Coon Creek Watershed District recognizes the threat of natural hazards to people and property within the Coon Creek Watershed District; and

WHEREAS, the Coon Creek Watershed District has participated in the development of the 2025 Anoka County Hazard Mitigation Plan in accordance with Federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS, the 2025 Anoka County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property within the Coon Creek Watershed District from the impacts of future hazards and disasters; and

WHEREAS, by Plan adoption the Coon Creek Watershed District demonstrates its commitment to hazard mitigation and achieving the goals outlined in the 2025 Anoka County Hazard Mitigation Plan,

WHEREAS, approval of the 2025 Anoka County Hazard Mitigation Plan by the Federal Emergency Management Agency (FEMA) will make Anoka County and participating jurisdictions eligible to apply for FEMA Hazard Mitigation Assistance grants; and

NOW THEREFORE BE IT RESOLVED that the Coon Creek Watershed District supports the hazard mitigation planning effort and adopts the 2025 Anoka County Hazard Mitigation Plan.

Resolution No. 2026-04 adopting the 2025 Anoka County Hazard Mitigation Plan was moved by Manager \_\_\_\_\_, seconded by Manager \_\_\_\_\_ . Motion to adopt Resolution No. 2026-04 and the 2025 Anoka County Hazard Mitigation Plan: \_\_\_\_\_ ayes, \_\_\_\_\_ nays, \_\_\_\_\_ abstentions. Date: March 9, 2026

\_\_\_\_\_  
Date: \_\_\_\_\_  
President, Coon Creek Watershed District Board of Managers

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

**MEETING DATE:** March 9, 2026  
**AGENDA NUMBER:** 10  
**ITEM:** FY27 Clean Water Fund Competitive Grant Application

---

**AGENDA:** Policy

---

**REQUEST**

Authorize staff to apply for FY27 BWSR Clean Water Fund Projects and Practices Grant Funding

**PURPOSE AND SCOPE**

The MN Board of Water and Soil Resources (BWSR) is currently accepting applications for fiscal year 2027 competitive Clean Water Fund grants. Staff are seeking authorization to submit a proposal for a planned water quality improvement project identified as part of subwatershed planning efforts.

**BACKGROUND**

Each biennium, BWSR releases a request for proposals for competitive Clean Water Fund projects and practices grants. \$3,350,000 is available to fund targeted water quality improvement projects with a required non-state 10% match. Applications are due on March 25, 2026 with awards announced in June 2026 for projects to be implemented starting as early as fall 2026 with final completion by December 31, 2029. The District has been successful at applying for this grant program in the past, securing \$3.1 million worth of CWF Projects and Practices grants since 2017.

Several water quality improvement projects included in the CCWD Comprehensive Watershed Management Plan meet the eligibility criteria for funding support under this grant program. Projects planned for 2027-2028 construction include the top-ranking projects identified as part of recently completed and ongoing subwatershed planning efforts. Staff have identified two specific projects that are far enough along in the design process to submit a competitive proposal by the application deadline later this month (i.e., construction of new regional storm ponds in Little League Park and Happy Acres Park in Blaine, MN to treat urban runoff from residential areas draining to Sand Creek that are currently untreated or undertreated). Staff are proposing to submit a grant application for construction of one of these projects, with the other site identified as an alternate location in case of unforeseen permitting hurdles, public pushback, and/or site constraints.

**COORDINATION**

Projects funded under this grant program must be included in comprehensive watershed management plans or other local water plans, all of which were developed with significant public, partner, and agency participation. District staff have a successful track record of working cooperatively with local partners on implementation of projects funded by Clean Water Fund grants.

City of Blaine staff actively participate in subwatershed planning efforts and are supportive of implementation of both proposed pond construction projects. Funding has

been identified as a constraint to achieving the current implementation schedule, with a shortfall of approximately \$500,000 per year without external competitive grant funding.

### **ISSUES/CONCERNS**

#### **Budget Implications**

A 10% non-state match would be required if awarded funding under this grant program, equating to \$50,000 in local funds for a \$500,000 award. This match would be proposed as part of the District's 2027 budget.

#### **Project Readiness/competitiveness**

The pond construction projects being proposed are currently at the conceptual design level.

### **OPTIONS**

1. Authorize staff to apply for FY27 BWSR Clean Water Fund Projects and Practices Grant Funding
2. Do not authorize staff to apply.

### **RECOMMENDATION**

Authorize staff to apply for FY27 BWSR Clean Water Fund Projects and Practices Grant Funding

**Permit Application Review Report**  
**Date: 3/4/2026**

**Board Meeting Date: 3/9/2026**  
**Agenda Item: 11**

Applicant/Landowner:  
HFN Properties, LLC  
Attn: Jeff Stalberger  
3399 185th Ln NE  
Wyoming, MN 55092

Contact:  
Daniel Hallberg  
4120 Lexington Way  
Eagan, MN 55123

**Project Name:** South Shore Estates Second Addition

**Project PAN:** P-25-038

**Project Purpose:** residential development with streets, utilities and associated stormwater management features

**Project Location:** Vickers St NE south of Interlachen Dr NE, Ham Lake

**Site Size:** size of parcel - 105.51 acres; size of disturbed area - 34.0 acres; size of regulated impervious surface - 6.92 acres

**Applicable District Rule(s):** Rule 2, Rule 3, Rule 4, Rule 8

---

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

---

**Description:** The project proposes the construction of a new residential development with streets, utilities and associated stormwater treatment features. The project will disturb 34 acres and create 6.92 acres of regulated impervious surface. Most of the site drains to County Ditch 11 and a small portion drains north to the Sunrise River Water Management Organization. The relevant water resource concerns are stormwater management, soils and erosion control, and buffers, which correspond to District Rules 3, 4 and 8. 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 \$19,000.00.

Rule 3.0 – Stormwater Management

2. Please update the Soil Amendment Plan on sheet C2.3 to show the full extents of the amended areas within subcatchment 5.

Rule 4.0 – Soils and Erosion Control

3. Provide redundant perimeter control around Wetland 8.

**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
Wetland Delineation	Kjolhaug Environmental Services	11/19/2024	11/19/2024
Construction Plans	Plowe Engineering Inc	02/13/2026	02/13/2026
Utility & SWPPP Plans	Plowe Engineering Inc	02/13/2026	02/13/2026
Storm Sewer Sizing	Plowe Engineering Inc	02/13/2026	02/13/2026
Stormwater Drainage Report	Plowe Engineering Inc	02/13/2026	02/13/2026

**Findings**

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

The applicant has submitted a \$10,010.00 application fee and deposit which corresponds with the nonrefundable application fee (\$10), base fee for a Single Family/Multifamily Residential Development project of 105.51 acres (\$10,000). The applicant will be required to submit a performance escrow in the amount of \$19,000.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (34.0 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 B. Curve Numbers have been shifted down one classification to account for the impacts of grading on soil structure.

Rate Control: Peak stormwater flow rate to the NE and SE for the 2-year event increases from the pre-development condition. This is due to rear yard runoff that is infeasible to capture. The increases have been reviewed and no adverse impacts are anticipated. The rate increases in the 2-, 10- and 100- year events to the SW have been reviewed and no adverse impacts are anticipated. The increase to Vickers Street for the 2-, 10- and 100- year events have been approved by the City of Ham Lake. They are proposing to incorporate soil amendments to help with rate reduction. 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
To NW (Wetland 1)	0.75	0.7	3.72	2.9	13.78	11.04
to SW (Wetland 6)	0.378	0.77	2.1	2.97	8.11	9.95
Vickers St	0.92	1.2	1.88	2.29	4.46	5.05
To NE	1.41	1.68	6.7	5.6	14.31	21.72

(Wetland 3)						
To SE (Wetland 5A)	3.53	3.92	13.22	10.55	45.65	31.80

**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 301,574 ft<sup>2</sup>.

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

<b>Drainage Area</b>	<b>Impervious required to be treated (ft<sup>2</sup>)</b>	<b>Proposed SMP</b>	<b>TP Removal Factor</b>	<b>Required Water Quality Volume (ft<sup>3</sup>)</b>	<b>Water Quality Volume Provided (ft<sup>3</sup>)</b>
Impervious Disconnect SRWMO	17,065	Impervious Disconnect	1	1,564	1,564
Pond D	51,058	Pond D	0.5	9,361	88,572
untreated	16,734	none	0	1,534	0
Impervious Disconnect	50,503	Impervious Disconnect	1	4,629	4,629
Pond E	5,000	Pond E	0.5	917	10,672
Pond C	28,214	Pond C	0.5	5,173	20,500
Pond B	91,850	Pond B	0.5	16,839	119,397
Pond A	41,150	Pond A	0.5	7,544	47,472
<b>Totals:</b>	<b>301,574</b>			<b>47,561</b>	<b>292,806</b>

**Table 2.**

Infiltration may not be used as a volume control practice because the practices 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 January 2025 has been submitted which indicates that seasonally high saturated soils are likely at an approximate elevation of 7-10 ft below the ground surface which is not enough separation from the surface.

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

The volume control standard has not been met as shown in Table 2. The untreated drainage areas account for 7% of the total regulated impervious surface. Two of these drainage areas were routed directly to wetlands (after pretreatment) to help meet wetland requirements. Due to high groundwater the volume control standard has been met to the maximum extent practicable.

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

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

<b>Discharge Point</b>	<b>TSS Removal Provided</b>
To NW (Wetland 1)	80
To SW (Wetland 6)	80
Vickers St	0
To NE (Wetland 3)	80
To SE (Wetland 5A)	80

**Table 3.**

The TSS removal standard is not met at each discharge point as shown in Table 4. The Vicker St drainage area routes directly to wetlands 2 and 7 to meet wetland requirements. This accounts for 7% of the regulated impervious within CCWD. Rain Guardians are provided for pretreatment.

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

<b>Wetland ID</b>	<b>Wetland 6</b>
<b>Wetland Type</b>	Highly Susceptible
<b>Change of Bounce 2-yr (ft)</b>	0
<b>Change of Bounce 10-yr (ft)</b>	0
<b>Change of Inundation on 2-yr (hrs)</b>	-
<b>Change of Inundation on 10-yr (hrs)</b>	-
<b>Change of Run out Control (ft)</b>	0

<b>Wetland ID</b>	<b>Wetland 1</b>
<b>Wetland Type</b>	Moderately Susceptible
<b>Change of Bounce 2-yr (ft)</b>	0.01
<b>Change of Bounce 10-yr (ft)</b>	0.01
<b>Change of Inundation on 2-yr (hrs)</b>	-
<b>Change of Inundation on 10-yr (hrs)</b>	-
<b>Change of Run out Control (ft)</b>	0

<b>Wetland ID</b>	<b>Wetland 7</b>
<b>Wetland Type</b>	Highly Susceptible
<b>Change of Bounce 2-yr (ft)</b>	-0.05
<b>Change of Bounce 10-yr (ft)</b>	-0.24
<b>Change of Inundation on 2-yr (hrs)</b>	-0.01
<b>Change of Inundation on 10-yr (hrs)</b>	0.05
<b>Change of Run out Control (ft)</b>	-0.15

<b>Wetland ID</b>	<b>Wetland 5A</b>
<b>Wetland Type</b>	Moderately Susceptible
<b>Change of Bounce 2-yr (ft)</b>	0.09
<b>Change of Bounce 10-yr (ft)</b>	0.14
<b>Change of Inundation on 2-yr (hrs)</b>	-
<b>Change of Inundation on 10-yr (hrs)</b>	-
<b>Change of Run out Control (ft)</b>	0

<b>Wetland ID</b>	<b>Wetland 4</b>
<b>Wetland Type</b>	Highly Susceptible
<b>Change of Bounce 2-yr (ft)</b>	0.42
<b>Change of Bounce 10-yr (ft)</b>	0.08
<b>Change of Inundation on 2-yr (hrs)</b>	-
<b>Change of Inundation on 10-yr (hrs)</b>	-
<b>Change of Run out Control (ft)</b>	-1.7

<b>Wetland ID</b>	<b>Wetland 3</b>
<b>Wetland Type</b>	Moderately Susceptible
<b>Change of Bounce 2-yr (ft)</b>	0.01
<b>Change of Bounce 10-yr (ft)</b>	0.02
<b>Change of Inundation on 2-yr (hrs)</b>	-
<b>Change of Inundation on 10-yr (hrs)</b>	-
<b>Change of Run out Control (ft)</b>	0

<b>Wetland ID</b>	<b>Wetland 2</b>
<b>Wetland Type</b>	Highly Susceptible
<b>Change of Bounce 2-yr (ft)</b>	0.07

<b>Change of Bounce 10-yr (ft)</b>	-0.21
<b>Change of Inundation on 2-yr (hrs)</b>	-
<b>Change of Inundation on 10-yr (hrs)</b>	-
<b>Change of Run out Control (ft)</b>	0

**Table 4.**

The change in inundation for many of the wetlands cannot be determined because they are landlocked. The proposed project exceeds the standard for Wetland 4 for bounce and change to run out control elevation. The run out elevation is still above the delineated wetland boundary. This was reviewed and determined to have no adverse impacts.

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

Low Floor Freeboard: The proposed project is new development which includes buildings and habitable structures. Therefore, SMPs must be designed such that the lowest basement floor elevations are at least 2 feet above the 100-yr high water level or 1 foot above the emergency overflow. The lowest basement floor elevations proposed range from 907.9 to 910 ft NAVD 88. The applicable 100-year high water levels range from 905.9 to 908 ft NAVD 88 and the applicable emergency overflows range from 905.9 to 910.1 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: Maintenance easements for all stormwater management practices are required for the proposed project.

The proposed project is a new plat or development project and includes a public ditch. Therefore, ditch maintenance easements must be provided on the plat. The Public Ditch within the project is County Ditch 11, so a maintenance easement of 100 ft (50 ft on either side of the centerline) must be provided. All required maintenance easements have been provided on the plans.

Maintenance Agreements: All proposed stormwater management practices will be maintained as part of standard municipal public work activities. Therefore, no maintenance agreement will be required.

**Soils and Erosion Control (Rule 4.0)**

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

The proposed project drains to County Ditch 11 and the Sunrise River Water Management Organization. The soils affected by the project include Zimmerman, Lino, Rifle, and Isanti 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, inlet protection, street sweeping, and stabilized construction entrances. The erosion control plan meets District Requirements. The site does require an NPDES permit. See attached Figure 3: Soils and Erosion Control.

**Wetlands (Rule 5.0)**

Wetlands exist on site, but no impacts are proposed.

Wetlands were delineated under PAN W24-037. The boundary and type application was reviewed and approved. The Notice of Decision was issued on 11/21/2024. 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)**

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 Additional Waters and a Public Water.

A continuous buffer is proposed on the plans; it is proposed to be established and maintained in MnDOT 33-261, which qualifies as perennially rooted vegetation. Because the Public Water is the more restrictive resource, the average buffer width must be 50 ft, with a minimum width of 30 ft. The buffer provide meets the required buffer widths. Permanent monumentation at each parcel line, and every 200 ft as needed, has been proposed on the plan.

**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.

P25-038 South Shores Estates 2nd Addition



Figure 1: Project Location

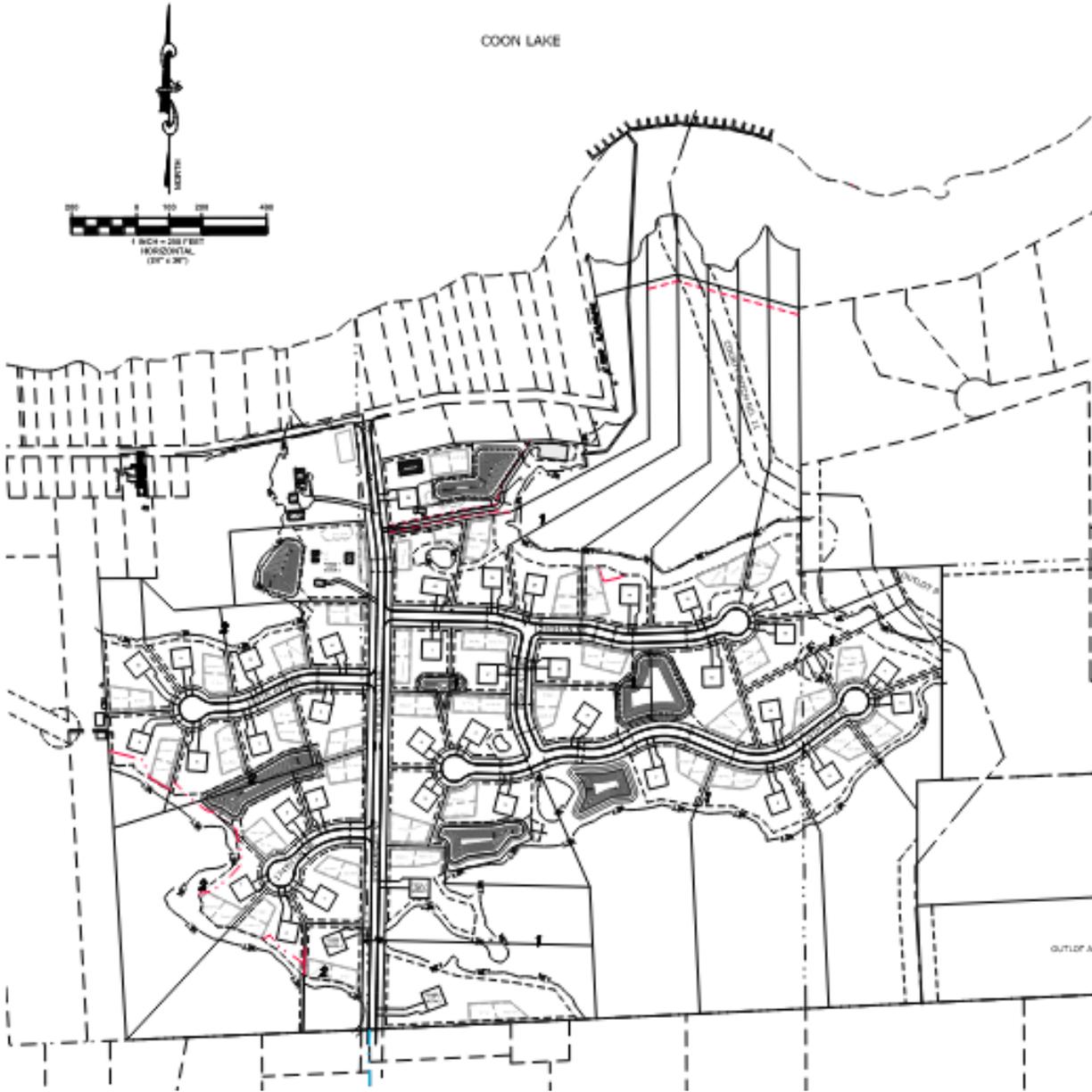


Figure 2: Site Plan



**EROSION CONTROL / REVEGETATION SPECS.**  
 A. PERKS TO MONITOR ANNUALLY. INSTALL SLOTTED STEEL FILTER STRIPS AT ALL EROSION CONTROL POINTS. MAINTAIN SLOTTED STEEL FILTER STRIPS. ALL EROSION CONTROL POINTS SHALL BE MAINTAINED UNDER LOCAL COORDINATE AGREEMENT. NOTIFY THE PROJECTOR AS SOON AS NECESSARY.

**LOT GRADING NOTES**

- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF HAM LAKE, MINNESOTA, ORDINANCE 15.01, AS AMENDED.
- ALL LOT GRADING SHALL BE IN ACCORDANCE WITH THE CITY OF HAM LAKE, MINNESOTA, ORDINANCE 15.01, AS AMENDED.
- ALL LOT GRADING SHALL BE IN ACCORDANCE WITH THE CITY OF HAM LAKE, MINNESOTA, ORDINANCE 15.01, AS AMENDED.

**NOTES**

- ALL LOT GRADING SHALL BE IN ACCORDANCE WITH THE CITY OF HAM LAKE, MINNESOTA, ORDINANCE 15.01, AS AMENDED.
- ALL LOT GRADING SHALL BE IN ACCORDANCE WITH THE CITY OF HAM LAKE, MINNESOTA, ORDINANCE 15.01, AS AMENDED.
- ALL LOT GRADING SHALL BE IN ACCORDANCE WITH THE CITY OF HAM LAKE, MINNESOTA, ORDINANCE 15.01, AS AMENDED.

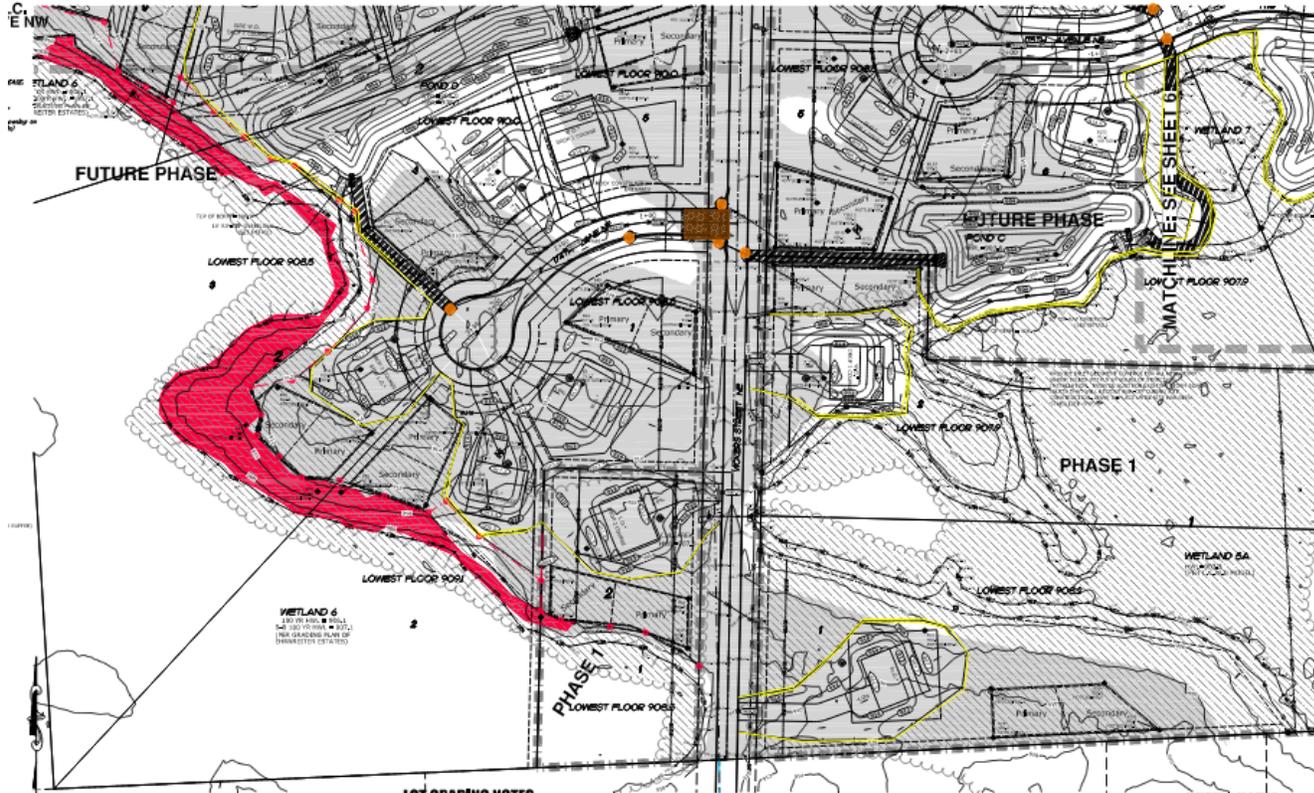
**BUFFER NOTES**

- PROTECT SPECIES AND WETLAND BUFFER ZONES TO BE MAINTAINED AT ALL TIMES. BUFFER ZONES SHALL BE MAINTAINED AT ALL TIMES.
- BUFFER ZONES SHALL BE MAINTAINED AT ALL TIMES.
- BUFFER ZONES SHALL BE MAINTAINED AT ALL TIMES.

**TREE PROTECTION NOTES**

**CONTROL AND TREE PROTECTION PLAN**

S SECOND ADDITION



**LOT GRADING NOTES**



Figure 3: Soils and Erosion Control

**Permit Application Review Report**  
**Date: 3/4/2026**

**Board Meeting Date: 3/9/2026**  
**Agenda Item: 12**

Applicant/Landowner:

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

**Project Name:** CSAH 10 Pavement preservation

**Project PAN:** P-26-009

**Project Purpose:** reclamation and median grading of CSAH 10

**Project Location:** CSAH 10 from Able St. to Pleasant View Dr., Spring Lake Park

**Site Size:** size of disturbed area - 0.76 acres; size of regulated impervious surface - 0 acres

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

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

**Description:** Anoka County is proposing pavement rehabilitation and minor median grading on CSAH 10 near Hwy 65. The project will disturb 0.76 acres and drains to Springbrook Creek. The relevant water resource concern is soils and erosion control which is District Rule 4. See attached Figure 1: Project Location.

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

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$3,040.00.

Rule 4.0 – Soils and Erosion Control

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

**Stipulations:** none

**Exhibits:**

Exhibit Type	Exhibit Author	Signature Date	Received Date
SWPPP	Anoka County Highway Dept.	10/02/2025	02/23/2026
Construction Plans	Anoka County Highway Dept.	10/02/2025	02/13/2026

## Findings

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

The applicant is a government agency and is therefore exempt from a review and inspection fee deposit.

The applicant will be required to submit a performance escrow in the amount of \$3,040.00. This corresponds to \$4,000/acre of disturbance (0.76 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 Springbrook 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 perimeter control, street sweeping and inlet protection. 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 2: 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.

P26-009 CSAH 10 Pavement and Median Grading



Figure 1: Project Location

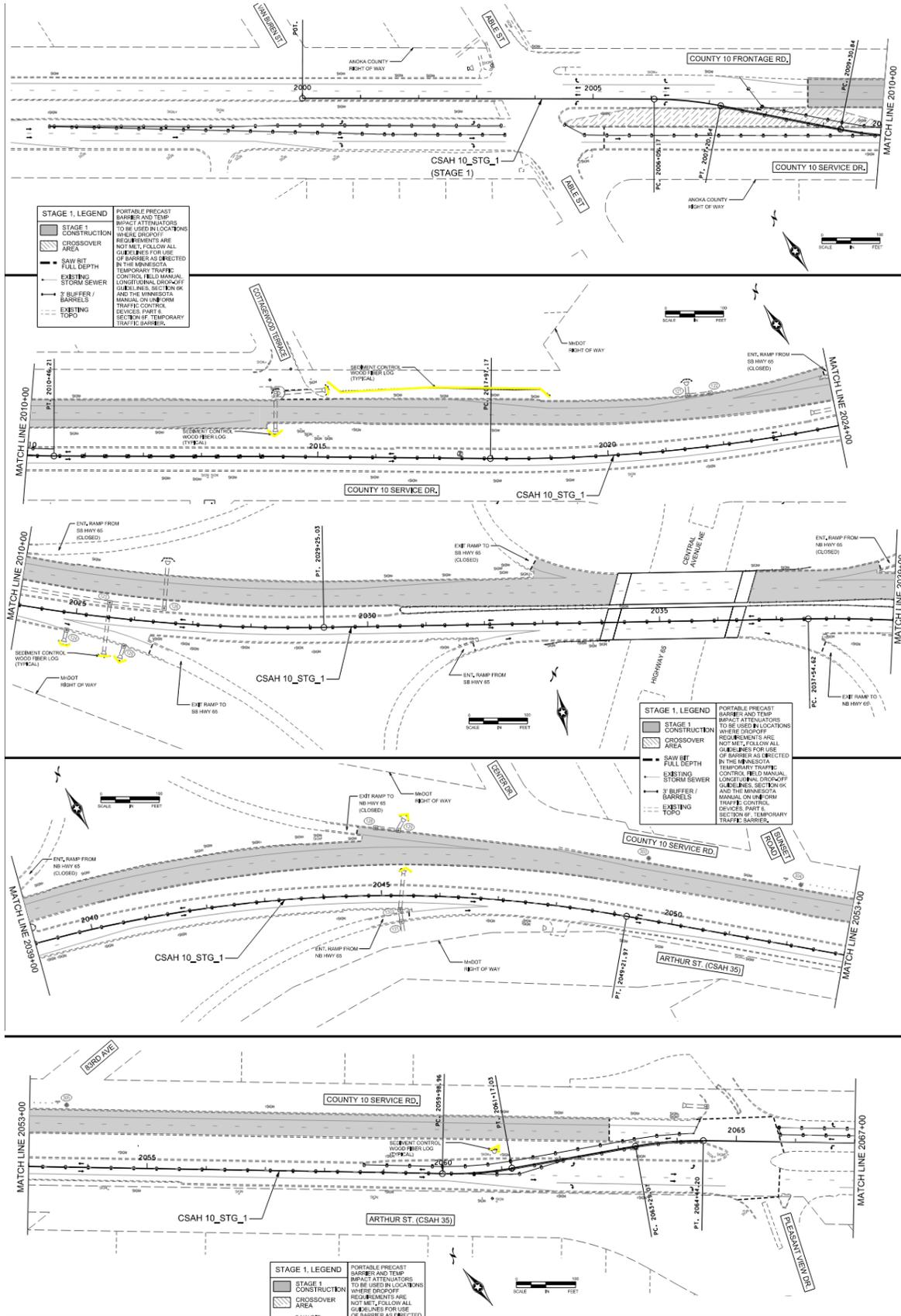


Figure 2: Soils and Erosion Control

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

**MEETING DATE:** March 9, 2026  
**AGENDA NUMBER:** 13  
**ITEM:** Personnel Guidance Manual

---

**AGENDA:** Discussion

---

**ACTION REQUESTED**

Review and comment on the proposed Coon Creek Watershed District Personnel Guidance Manual.

**PURPOSE & SCOPE OF ITEM**

The purpose of the Personnel Guidance Manual is to:

- provide employees with a comprehensive guide to District policies, procedures and expectations
- provide new hires with a foundational understanding of the District culture, policies and procedures
- promote consistent communication across the District, ensuring that all employees receive the same information and are held to the same standards
- help the District comply with employment laws and regulations
- provide a readily available resource for employees to refer to when they have questions or need clarification on specific policies or procedures

**BACKGROUND**

On April 25, 2022, the Board approved the Coon Creek Watershed District Personnel Guidance Manual. On August 14, 2023, the Board approved an amendment to the Manual to include the change in cannabis laws in Minnesota and other minor housekeeping within the Manual.

On January 22, 2024, the Board was informed that a rewrite of the entire Personnel Guidance Manual will take place to coincide with the final phase of separation from Anoka County.

Effective December 14, 2024, Coon Creek Watershed separated from Anoka County's payroll system and human resources. This change required substantial changes to the previously adopted Personnel Guidance Manual.

On May 27, 2025, the Board Adopted the rewrite of the Personnel Guidance Manual.

On January 1, 2026, multiple changes in Minnesota law impacting employees and employers were put into effect creating the need for incorporation into the Personnel Guidance Manual.

On February 23, 2026, a DRAFT Personnel Guidance Manual was prepared for the Board. At that meeting, the Board decision was to hold over the DRAFT for consideration at a future meeting.

On March 9, 2026, the Board is being presented with an opportunity to discuss and review possible revisions to the DRAFT Manual.

### **COORDINATION**

The updated manual development was based on the League of Minnesota Cities template for a personnel manual updated of October 2024.

### **FACTS**

An updated Personnel Guidance Manual was needed primarily due to new laws requiring employers comply with new Minnesota Paid Family and Medical Leave. The addition of this law requires changes in how the District handles this new leave in conjunction with other leaves as outlined in the Manual.

### **ISSUES/CONCERNS**

The DRAFT Personnel Guidance Manual is substantially the same as the DRAFT provided to the Board at the February 23<sup>rd</sup>, 2026, Board of Managers Meeting.

### **IMPLICATIONS**

The Personnel Guidance Manual will clearly outline the expectations of the District and of District employees and provide facilitation of more consistent management.

### **CONCLUSIONS**

The Personnel Guidance Manual is a working document that requires regular updates. As the Minnesota Paid Family and Medical Leave is new, we anticipate that regular updates will need to be made. We attempted to write the manual in a manner that will allow for the majority of the text to remain the same and update Appendix B Minnesota Paid Leave.

### **RECOMMENDATION**

Staff recommendation is to:

- 1) **Make changes as recommended by the Board and present the amended DRAFT at the March 23, 2026, Board Meeting for Adoption; or**
- 2) Make changes as recommended by the Board on March 9, 2026, and Adopt with the proposed changes; **or**
- 3) Adopt the Personnel Guidance Manual as written.

### **ACTION/IMPLEMENTATION STEPS**

Adopted manual will be provided for staff. Staff will be required to Acknowledge Receipt of the Personnel Guidance Manual. A review of the Manual in sections will take place over the next few months during staff meetings. This will allow for changes to be highlighted and discussed.

## COON CREEK WATERSHED DISTRICT

**MEETING DATE:** March 9, 2026  
**AGENDA NUMBER:** 15  
**ITEM:** Watershed Management Videos

---

**AGENDA:** Discussion

---

### **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**

In December 2025, a video series developed by the Board of Water and Soil Resources (BWSR) for members of local government boards and commissions was shared with the Board.

At the January 12, 2026, Board meeting, the Board expressed interest in reviewing the video series at future meetings as time allows. This staff report is intended to serve as a standing reference so the Board may review the videos incrementally over time.

[Who's Who? An Overview](#) {4:29} Minnesota's water management involves multilevel partnerships—federal, tribal, state, and local governments, as well as others.

[Who's Who? Local Governments](#) {9:15} Minnesota's local governments for water management include municipalities, counties, soil and water conservation districts, and watershed authorities, each with unique funding, skills, relationships, and terminology.

[Who's Who? State Agencies](#) {12:00} Minnesota's state water agencies—BWSR, DNR, MDA, MDH, MPCA, and Met Council—collaborate on conservation, regulation, monitoring, grants, and planning for surface/groundwater quality and quantity, often overlapping to support local governments.

[Who's Who? BWSR](#) {5:03} The Minnesota Board of Water and Soil Resources (BWSR), with a 20-member governor-appointed board and 130 staff, partners with locals via grants, conservation easements, wetland regulation, and water plan reviews to protect Minnesota's land, water, and wetlands.

[What is a Watershed?](#) {8:06} A watershed is land that drains to a common water body. Key concepts: land-water connections, nested scales, and relationship to political units for watershed management.

[Watershed Authorities: Types and Statutes](#) {11:57} Minnesota's watershed management authorities include watershed districts, joint powers WMOs, and county-based WMOs—each shaped by chapters 103B and 103D—to address water issues across natural boundaries.

[Watershed Authorities: Purpose and Power](#) {8:56} Watershed authorities are special purpose units of government with powers including tax levies, planning, rules, and contracts under chapters 103B and 103D.

[Watershed Authorities: Boards and Policies](#) {7:45} Boards are appointed by counties or cities and they have specific their policy-setting duties and governance responsibilities.

[Watershed Authorities: Structure and Roles](#) {10:41} Clearly defined roles for boards, administrators, are important for effective watershed operations.

[Watershed Authorities: Meetings, Committees, and Public Input](#) {11:12} Boards must follow open meeting laws, use advisory/technical committees for input, hold public hearings, and ensure data access.

[Watershed Authorities: Budgeting and Finance](#) {10:13} The budget must connect to the watershed plan and be developed with public input, implemented through a statutorily defined fund structure, and audited annually.

[Watershed Authorities: Planning](#) {12:54} The plan is a process with robust public involvement and a product, based on science, that clearly signals goals and intended actions.

[Watershed Authorities: Implementation](#) {9:54} Watershed authorities execute plans through projects (e.g., flood control, restorations), regulations via permits and rules under and programs like cost-share, outreach, monitoring.

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

[ACD Our Watershed and Stormwater Connection](#){9:56} This video explains complex concepts about watersheds and stormwater in simple terms using engaging animation. It's beneficial for all ages, from an elementary classroom to a city council chamber. Learn what watersheds are, why they are important, and some of the challenges watershed managers face. This ties into stormwater management and what public officials are doing to prevent flooding and improve water quality as well as what we all can do to become part of the solution.