

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS' MEETING

The Board of Managers of the Coon Creek Watershed District held their regular meeting on Monday, July 13, 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: Jim Hafner, Jason Lund, Mary Campbell and Dwight McCullough.

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

Present via Zoom: Michelle Ulrich and Eileen Wiegel

Guest Present: Harlan Worsham, Solid Rock Construction

2. Approval of the Agenda

Board Member Campbell moved to add permit items #12 P26-032 BTC Redevelopment West Side Private, #13 P26-028 River North Industrial Center, #15 P26-038 BTC West Redevelopment West Side Parking Ramp/Retail to the Consent Agenda. Seconded by Board member Lund. The motion carried with four (4) yeas (Board Members, Hafner, Campbell, Lund, and McCullough) and no nays.

Board Member Hafner moved to advance permit item #17 P26-036 Solid Rock Construction Building for consideration as the first item under the Policy Agenda. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members, Hafner, Campbell, Lund, and McCullough) and no nays.

Board Member Lund moved to approve the amended agenda. Seconded by Board Member McCullough. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell 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 June 22, 2026

6. Receive Administrator's Report

7. Advisory Committee Report

8. Bills/Accounts Payable

Claims totaling \$62,676.13 on the following disbursement(s) list will be issued and released upon Board approval.

Vendor	Amount
V0008--US BANK	9,807.59
V0010--A1 FLOOR AND CARPET CARE	1,119.30
V0014--ANOKA CONSERVATION DISTRICT	1,583.82
V0037--ECM PUBLISHERS INC	226.80
V0096--RANDY WESP EXCAVATING LLC	16,700.00
V0111--WELL GROOMED LAWNS INC	1,486.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	195.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	130.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	91.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	864.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	851.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	228.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	152.00
V0221--ABDO LLP	3,333.33
V0242--METRO I NET	170.00
V0242--METRO I NET	149.56
V0249--PLAUDIT DESIGN	1,080.00
V0351--DELTA DENTAL OF MN	2,130.31
V0352--HEALTH EQUITY INC	456.00
V0352--HEALTH EQUITY INC	1,043.35
V0352--HEALTH EQUITY INC	900.00
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,668.37
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,365.00
V0442--MN PAID LEAVE FUND	855.70
V0443--ANOKA COUNTY HIGHWAYS	8,000.00
V0444--LINCOLN STREET COMMERCIAL LLC	1,090.00
	62,676.13

The following permit items were moved to the Consent Agenda

12. P26-032 BTC Redevelopment West Side Private

The purpose of this project is the construction of a parking area and stormwater treatment features located between 105th and 109th, East of NSC and west of Radisson Road NE, Blaine, Minnesota.

The applicant is proposing the construction of a new parking lot and stormwater treatment features which will treat this project as well as additional impervious from P26-038 and P26-037. The project will disturb 21.7 acres and create 11.29 acres of regulated impervious. The proposed ponds will treat a total of 16.4 acres of regulated impervious. The area drains to County Ditch 44. The relevant water resource concerns are stormwater management, soils and erosion control and floodplain which correspond to District Rules 3, 4, and 6.

Based on the findings and exhibits presented in the staff report, the staff recommendation was to Approve with five (5) Conditions and four (4) Stipulations.

Conditions:

Rule 2.7 – Procedural Requirements

1. Provide a performance escrow in the amount of \$80,000.00 and execute a signed escrow agreement.
2. Provide an additional review fee of \$900. (See Fees and Escrows section)

Rule 3.0 – Stormwater Management

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

Rule 4.0 – Soils and Erosion Control

4. Provide details for temporary and permanent stabilization techniques.
5. Show energy dissipation at all pipe outlets on plans.

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. 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.
3. Completion of post construction infiltration test(s) on Biofiltration

Basins 6 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.

4. 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.

13. P26-028 River North Industrial Center

The purpose of this item is the construction of a new industrial building and associated stormwater treatment features located at the SW Quadrant of Coon Rapids Blvd. & Norway St. NW, Coon Rapids, Minnesota.

The applicant is proposing the construction of a large industrial building with associated parking and stormwater treatment features. The project does have wetland impacts associated. It will disturb 11.4 acres and create 7.78 acres of regulated impervious surface. The parcel drains to Lower Coon Creek. The applicable District Rules are Rule 3 – Stormwater Management, Rule 4 – Soils & Erosion Control and Rule 5 – Wetlands.

Based on the findings and exhibits presented in the staff report, the staff recommendation was Approve with five (5) Conditions and three (3) Stipulations.

Conditions:

Rule 2.7 – Procedural Requirements

1. Provide a performance escrow in the amount of \$45,600.00 and execute a signed escrow agreement.

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 erosion and sediment control plan to include the following:
 - a. a note to secure portable toilets to prevent tipping.
 - b. standard details for stabilized construction entrance and perimeter controls.

- c. a note that state soils and soil stockpiles must be stabilized within 7 days of inactivity.

Rule 5.0 – Wetlands

4. TEP approval of the replacement plan is required.
5. Provide verification of Withdrawal of Wetland Bank credits as required by an approved replacement plan.

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.

15. P26-038 BTC Redevelopment West Side Parking Ramp/Retail

The purpose of this item is construction of a parking ramp and retail building located east of Jenkins, south and west of London, north of 105th, Between 105th and 109th, East of NSC and west of Radisson Road NE, Blaine, Minnesota.

The project proposes the construction of a parking ramp and retail store within the Blaine Town Center Development. Stormwater treatment for the project is being provided by stormwater ponds proposed in permit application P26-032. The project will disturb 2.98 acres and create 2.33 acres of regulated impervious surface. The area drains to County Ditch 41. The relevant water resource concerns are stormwater management and soils and erosion control, which are District Rules 3 and 4.

Based on the findings and exhibits presented in the staff report, the staff recommendation was to approve with two (2) Conditions and three (3) Stipulations.

Conditions:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$11,920.00 and execution of a signed escrow agreement.

Rule 4.0 – Soils and Erosion Control

2. Provide standard details for energy dissipation at pipe outlets and for temporary stabilization of soils.

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. Required stormwater volume must be adequately treated through District permit P26-032 or elsewhere off site.

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

The following permit item was moved to the Policy Agenda

17. P26-036 Solid Rock Construction Building

The purpose of this project is the construction of a new building with adjacent parking facilities located at the end of Johnson St NE cul-de-sac, south of Coon Creek, 14376 Johnson St NE, Ham Lake, Minnesota.

The applicant is proposing the construction of a new building with associated parking facilities. This parcel is within the Elwell Commercial Park development (P24-048) and utilizes the regional pond for the required stormwater treatment. The project will disturb 1.7 acres and create 0.91 acres of impervious surface that is regulated under the Elwell Commercial Park development project. The parcel drains to County Ditch 57. The relevant water resource concern is erosion and sediment control. This corresponds to District Rule 4

Based on the findings and exhibits presented in the staff report, the staff recommendation was to Approve with two (2) Conditions and three (3) Stipulations

Conditions:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$6,800.00.

Rule 4.0 – Soils and Erosion Control

2. Update plans to include the following:
 - a. A note to stabilize exposed soils within 7 days.
 - b. A note to sweep tracked sediment at the end of the day.
 - c. Provide perimeter controls down gradient of all exposed soils for entirety of site.

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. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001).
3. Follow Soil Amendment Plan (C3.1) that was provided for P24-048 Elwell Commercial Park permit for this site.

Board Member Hafner moved to approve permit item #17 P26-036 Solid Rock Construction Building with two (2) Conditions and three (3) Stipulations. Seconded by Board Member Campell. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.

Member Hafner acknowledged the presence of guest Mr. Harlan Worsham from Solid Rock Construction and his interest in the Board's consideration of permit item #17 P26-036 Solid Rock Construction Building. A discussion was had regarding the permit approval.

POLICY ITEMS

9. Interest Proposals Review

District Administrator Jon Janke presented information regarding the requirement to solicit Interest Proposals. Direction from the Board at a previous meeting was to post a standard posting on the Coon Creek Watershed District Website. The posting was uploaded on July 3, 2026. There were 9 submittals received, 4 from current service providers, 4 from engineers, and 1 from IT security service.

Mr. Janke reviewed and summarized the companies and what they do stating compliance has been satisfied and due diligence has been done. Mr. Janke asked for direction from the Board moving forward. A discussion was had regarding the IT security services, and it was decided that there would be more discussion regarding that item.

Board Member Lund moved to approve option #4 to provide other direction to work with manager Lund to look at IT service details. Seconded by Board Member Hafner. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.

10. 2025 Audit and Annual financial Report

The purpose of this item is to receive the audit of the District's financial affairs for the 2025 calendar year.

Mr. Janke discussed the Minnesota Statutes Chapters 103B and 103D requirements that the District's financial affairs be audited annually and the annual audit report be submitted to the Board of Water and Soil Resources and the Office of the State Auditor. An audit exit meeting was held on June 16, 2026, with the auditor, staff, and Board representatives to review the audit report, findings, and recommendations.

The auditor issued an unqualified (clean) opinion on the District's 2025 financial statements which is the highest rating.

Board Member Lund moved to formally receive the 2025 Audit and Annual Financial Report. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.

11. Bridgewater Filter JPA

The purpose of this item is to authorize execution of the Joint Powers Agreement (JPA) with the City of Blaine, City of Coon Rapids, and Anoka County for

implementation of the Bridgewater Biochar and Iron Enhanced Sand Filter Project.

The attached JPA establishes the framework for implementation of the Project among the District, City of Blaine, City of Coon Rapids, and Anoka County. The JPA defines partner responsibilities for project funding, final design, bidding, construction, access, operations and maintenance, future non-routine repair and replacement, grant compliance, insurance, and long-term responsibilities for the 25-year effective life of the practice.

Mr. Janke indicated the project will be constructed on public land within the City of Coon Rapids. Following construction, Coon Rapids will be responsible for routine operation and maintenance of the completed practice. The District will continue to provide technical assistance, monitoring, grant coordination, and project oversight as identified in the JPA. Future non-routine repair or replacement costs will be shared by the project partners according to the allocation established in the JPA.

The Board discussed details regarding the JPA including the cost allocation to other partners, and the payment structure.

Based on the findings and exhibits presented in the staff report, the staff recommendation was to approve the attached Joint Powers Agreement and authorize execution by the Board President.

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

PERMIT ITEMS

14. P26-021 Montean Meadows

The purpose of this project is a single-family home development with streets, utilities and associated stormwater management features located at 3621 - 131st Ave NE, Blaine, Minnesota.

The project is proposing the construction of a new 86 lot single family home development with streets, utilities, and associated stormwater treatment features. The project will disturb 41.5 acres and create 13.82 acres of regulated impervious surface. The applicable District Rules are stormwater management (Rule 3), Soils and Erosion Control (Rule 4), Wetland (Rule 5) and Floodplain (Rule 6).

Based on the findings and exhibits presented in the staff report, the staff recommendation was to approve with Approve with six (6) Conditions and three (3) Stipulations.

Conditions:

Rule 2.7 – Procedural Requirements

1. Provide a performance escrow in the amount of \$166,000.00 and execute a signed escrow agreement.

Rule 3.0 – Stormwater Management

2. Provide written authorization from the City of Blaine for the increase in discharge rates.
3. Provide written authorization from the City of Blaine for retrofit and utilization of the offsite stormwater practice.

Rule 4.0 – Soils and Erosion Control

4. Update the Erosion Control Plan to include the following:
 - a. A note to stabilize soils and soil stockpiles within 24 hours of inactivity.
 - b. Show inlet protection on construction plans.

Rule 5.0 – Wetlands

5. TEP approval of the replacement plan is required.
6. Provide verification of withdrawal of wetland credits as required by an approved replacement plan.

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.

The Board discussed the impact on wetland areas, and the impact of the wetland on building sites. Board recommendation was to inform applicant when there may be impacts on foundations.

Board Member Lund moved to approve permit item #14 P26-021 Montean Meadows with six (6) Conditions and three (3) Stipulations. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.

16. P26-037 BTC Stadium

The purpose of this item is the construction of a baseball stadium located inside the 105th Avenue Redevelopment District, 1985 105th Ave NE, Blaine, Minnesota.

The application proposes the construction of a baseball stadium in the Blaine Town Center Development. The stormwater treatment features for this project are being constructed under P26-032. The project will disturb 7.3 acres and create 2.62 acres of new impervious. The area drains to County Ditch 41. The applicable District Rules are stormwater management (Rule 3) and soils and erosion control (Rule 4).

Based on the findings and exhibits presented in the staff report, the staff recommendation was to Approve with two (2) Conditions and three (3) Stipulations.

Conditions:

Rule 2.7 – Procedural Requirements

1. Provide a performance escrow in the amount of \$29,200.00 and execute a signed escrow agreement.

Rule 4.0 – Soils and Erosion Control

2. Update the erosion control plan to include the following:
 - d. A note to stabilize soils and soil stockpiles within 7 days of inactivity
 - e. A note that hazardous materials and stormwater contaminants are to be stored in covered and/or sealed containers.
 - f. Provide an inlet protection standard detail.
 - g. A note to secure portable toilets to prevent tipping.

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. Required stormwater volume must be adequately treated through District permit P26-032 or elsewhere off site.

Board Members had a brief discussion regarding the application, the size of the project, and various details regarding the stadium.

Board Member Campbell moved to approve permit item #16 P26-037 BTC Stadium with two (2) Conditions and three (3) Stipulations. Seconded by Board Member Lund. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.

DISCUSSION ITEMS

18. Data Practices Policy and Procedure

Presented by Mr. Janke, the purpose of the Data Practices Policy and Procedure is to promote transparency and public access to Coon Creek Watershed District (District) government data while protecting data classified as not public under applicable law.

A discussion was had regarding the response time to requests of either having a consistent response such as "as soon as reasonably possible" or if a timeframe to produce information could be assessed regarding specific requests. It was decided that this topic can be discussed at a future time.

Resolution No. 2026-05 would adopt the Data Practices Policy and designate the District Administrator as the District's Responsible Authority. If the Responsible Authority designation needs to change in the future, the Board could update that designation by resolution without needing to amend the policy itself.

Based on the findings and exhibits presented in the staff report, the staff recommendation was to discuss the proposed Data Practices Policy, related

administrative procedures, and consider adoption of Resolution No. 2026-05 approving the policy and designating the District Responsible Authority.

Board Member Campbell moved to adopt Resolution 2026-05, Adopting the Coon Creek Watershed District Data Practices Policy and Designating Responsible Authority. Seconded by Board Member McCullough.

Upon a vote, there were 3 yeas and 1 Nays as follows:

	Yea	Nay	Absent	Abstain
Campbell	x			
Hafner	x			
Lund		x		
McCullough	x			
Vacant				

Motion carries.

19. Draft 2027 Budget #1

Presented by Mr. Janke, the purpose of this item is to present the first full draft of the 2027 District budget, including preliminary expenditures, revenues, and estimated levy impact.

1. The draft budget is currently estimated to result in an approximately 0.9% decrease from the 2026 ad valorem levy. Also leadership changes and delays in project management there are fewer projects.
2. Several budget components remain subject to refinement, including final project timing, grant revenue assumptions, partner funding, and any remaining 2027 project or implementation needs identified by staff before the next draft budget review.
3. Following Board review, staff will make any requested changes and continue refining the draft budget.
4. The remaining budget calendar is:
 - 8/10 Draft Budget #2 and Approve Advisory Committee Review
 - 8/24 Draft Budget #3 and Order Public Hearing on Budget
 - 9/14 Budget Hearing, Budget Adoption, and Proposed Tax Levy Certification
 - 12/14 Adoption of Final Property Tax Levy

A discussion was had regarding the PFML and if the state is used or a private company. At this time the district is utilizing the state for services.

Based on the findings and exhibits presented in the staff report, the staff recommendation was to review, discuss and receive the first draft budget.

Board Member Lund moved to receive the Draft 2027 Budget #1. Seconded by Board Member Campbell. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.

20. District Staffing and Organizational Capacity

The purpose of this item is to discuss that staff have been reviewing District staffing and organizational capacity in relation to the District's statutory responsibilities, Comprehensive Watershed Management Plan, current and anticipated workload, internal staff capacity, external service support, facility capacity, and anticipated succession planning needs.

Mr. Janke discussed the District's current staffing and operating model developed over time in response to changing development activity, regulatory requirements, implementation demands, partner expectations, and staff expertise. Based on the review to date, the District remains generally aligned with what the agency needs to do to carry out its mission. The current need is targeted refinement: clarify ownership, manage succession transitions, align workload with program purpose, and determine where additional internal or external capacity may be needed.

Discussion followed that the Board would like to see organization charts and the 10-year summary as well as meet with new staff at a Board meeting. Also it was discussed that there is a 3 month backlog of work going into 2027.

Based on the findings and exhibits presented in the staff report, the staff recommendation was to receive update and provide feedback as desired.

Board Member Lund moved to table for further discussion. Seconded by Board Member McCullough. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.

INFORMATIONAL ITEMS

ADJOURNMENT

Board Member Campbell moved to adjourn at 6:55pm. Seconded by Board Member Lund. The motion carried with four (4) yeas (Board Members Hafner, Lund, Campbell and McCullough) and no nays.



President

