

AGENDA

COON CREEK WATERSHED DISTRICT BOARD OF MANAGERS

August 24, 2026
5:30 PM

1. Call to Order
2. Approval of the Agenda
3. Oath of Office Manager Nathaniel Schneider (ABM)
4. Announcements
5. Open Mic

CONSENT ITEMS

6. Approval of Minutes
7. Bills/Accounts Payable

POLICY ITEMS

8. Election of Officers
9. Draft 2027 Budget #3 and Order Public Hearing
10. CAC Appointment
11. Grant Agreement with BWSR for Blaine Parks WQ Improvements
12. Water Education Grant - Smart Salting

PERMIT ITEMS

13. Fields of Winslow Cove 5th (CenterPoint)

DISCUSSION ITEMS

14. Ditch 11 Inspection Report
15. Ditch 17 Inspection Report
16. Watershed Management Videos

INFORMATIONAL ITEMS

ADJOURN

BOARD MEETING AGENDA

Board Room
Coon Creek Watershed District Offices
Monday, August 24, 2026
5:30 p.m.

Board of Managers:

Jim Hafner, 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
3. Oath of Office Manager Nathaniel Schneider (ABM)
4. Announcements
5. Open Mic

*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.

6. Approval of Minutes
7. Bills/Accounts Payable

POLICY ITEMS

8. Election of Officers
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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, August 10, 2026, at the Coon Creek Watershed District Office.

1. Call to Order

The meeting was called to order at 5:52 PM

Board Members Present: Jim Hafner, Mary Campbell and Dwight McCullough

Board Members Absent: Jason Lund

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

Zoom Attendees: Tyler Thompson

2. Approval of the Agenda

Board Member Campbell moved to add Permit Item #10 P26-023 Andover Cinema Retail and Item #11 P26-039 MarNicArt Fire Station Redevelopment to the Consent Items. Seconded by Board Member McCullough. The motion carried with three (3) yeas (Board Members Campbell, Hafner, and McCullough) and no nays.

Board Member McCullough moved to approve the amended agenda. Seconded by Board Member Campbell. The motion carried with three (3) yeas (Board Members Campbell, Hafner, 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 July 13, 2026

6. Bills/Accounts Payable

Claims totaling \$199,520.58 for 07/27/2026 and \$89,513.94 for 08/10/2026 on the following disbursement(s) list will be issued and released upon Board approval.

Vendor	Amount
V0033--DELL MARKETING LP	2,470.48
V0054--MICHELLE J ULRICH PA	2,435.00
V0102--US GEOLOGICAL SURVEY	49,623.00
V0110--RESPEC COMPANY LLC	9,136.25
V0128--YTS COMPANIES LLC	6,080.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	195.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	104.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	130.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	76.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	247.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	304.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	195.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	323.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	171.00
V0195--STANTEC CONSULTING SERVICES INC	18,854.75
V0195--STANTEC CONSULTING SERVICES INC	53,166.75
V0197--VANDERBILT, CHASE	174.07
V0221--ABDO LLP	1,280.00
V0242--METRO I NET	7,330.00
V0348--BLUE CROSS BLUE SHIELD OF MN	26,321.27
V0350--FIRST UNUM LIFE INSURANCE COMPANY	746.24
V0351--DELTA DENTAL OF MN	1,958.93
V0352--HEALTH EQUITY INC	37.10
V0352--HEALTH EQUITY INC	331.00
V0352--HEALTH EQUITY INC	1,043.35
V0360--PAYLOCITY	572.68
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,436.81
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,365.00
V0366--KRAUSE, EMMA	152.90
V0387--SHOT BY SCHULTZ LLC	1,260.00
V0394--RECTANGLE DESIGNS LLC	5,000.00
	199,520.58

Vendor	Amount
V0008--US BANK	11,564.94
V0010--A1 FLOOR AND CARPET CARE	1,119.30
V0026--CITY OF COON RAPIDS	11,700.00
V0051--LENNAR CORP FAMILY OF BUILDERS	10,922.07
V0063--NORTHERN NATURAL GAS COMPANY	3,028.75
V0111--WELL GROOMED LAWNS INC	546.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	195.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	260.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	195.00
V0221--ABDO LLP	3,333.33
V0221--ABDO LLP	1,160.00
V0229--TRUE BLUE PLUMBING LLC	385.00
V0242--METRO I NET	109.00
V0352--HEALTH EQUITY INC	1,043.35
V0352--HEALTH EQUITY INC	662.00
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,425.20
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,365.00
V0445--EB BLAINE DEVELOPMENT LLC	33,500.00
	89,513.94

The following permit items were moved to the Consent Agenda.

10. P26-023 Andover Cinema Retail

The purpose of this item is the construction of 2 retail buildings and reconstruction of parking and drive aisles located at the northeast corner of the existing Andover Cinema parking lot at 1836 Bunker Lake Blvd NW, Andover, Minnesota.

The application proposes the construction of 2 new retail buildings and reconstruction and reconfiguration of parking areas and drive aisles. The project will disturb 1.85 acres and create 1.04 acres of fully reconstructed impervious surface. The area drains to County Ditch 57. The relevant water resource concerns are stormwater management (District Rule 3) and Soils and Erosion Control (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 (five) 5 Stipulations.

Conditions:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$7,200.00 and execution of 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.

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. Notify the District when construction of Underground Filtration System UI-1 is beginning. District staff or a District engineer must be on site to witness construction of the underground system.
3. Completion of post excavation (prior to rock placement) infiltration test on Underground Infiltration System UI-1) 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. 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.
5. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)

11. P26-039 MarNicArt Fire Station Redevelopment

The purpose of this item is the construction of 8 single family home lots and stormwater treatment features located at 2831 113th Avenue NW, Coon Rapids, Minnesota.

The project is proposing the construction of 8 single family homes with associated stormwater treatment features. The project will disturb 1.93 acres and create 0.56 acres of regulated impervious surface. The area is within the Riverview Creek subwatershed. The relevant water resource concerns are stormwater management (Rule 3) and Soils & 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 (four) 4 Stipulations.

Conditions:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$7,720.00 and execution of a signed escrow agreement.

Rule 4.0 – Soils and Erosion Control

2. Show energy dissipation at infiltration basin pipe outlet.

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. Completion of a post construction infiltration test by filling the infiltration 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. 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.

Board Member Campbell moved to approve the Consent Agenda Items. Seconded by Board Member Hafner. The motion carried with three (3) yeas (Board Members Campbell, Hafner, and McCullough) and no nays.

POLICY ITEMS

9. MN Watersheds Delegates and Annual Resolutions Meeting

District Administrator Jon Janke discussed the purpose of this item was to identify District representation for August 31, 2026, MN Watersheds Annual Meeting on Resolutions and Petitions and provide the Board with an opportunity to review and discuss the proposed resolutions and legislative platform.

On July 1, 2026, MN Watersheds distributed the 2026 Annual Meeting on Resolutions and Petitions materials to member organizations. The meeting will be held by Zoom on August 31, 2026, at 10:00 am. Delegates will consider and act on proposed updates to the legislative platform and nine proposed resolutions.

MN Watersheds' annual resolutions process was attached to the Staff Report. Resolutions adopted at the August meeting become active MN Watersheds policy, while annual legislative priorities are considered later at the annual business meeting held during the December conference.

Based on the findings and exhibits presented in the Staff Report, the staff recommendation was to Approve the 2026 Minnesota Watersheds Delegate Appointment Form naming the Board President and Vice President as delegates and Manager McCullough as alternate.

Board Member Campbell moved to Approve the 2026 Minnesota Watersheds Delegate Appointment Form naming the Board President and Vice President as delegates and Manager McCullough as alternate. Seconded by Board Member Hafner. The motion carried with three (3) yeas (Board Members Campbell, Hafner, and McCullough) and no nays.

PERMIT ITEMS – *(moved to Consent Agenda)*

DISCUSSION ITEMS

12. Draft 2027 Budget #2

Mr. Janke discussed the purpose of this item was to present the second draft of the 2027 District budget, including preliminary expenditures, revenues, and estimated levy impact.

The Board has reviewed the major preliminary expenditure categories for the 2027 budget, including operating expenses, professional services, salaries and benefits, program costs, and capital equipment. This report brings those categories together with preliminary revenue estimates to provide the second full draft budget for Board review.

Staff will continue refining revenues, project timing, grant assumptions, and other budget details as the budget moves through Board and advisory committee review.

This list highlights issues, concerns and opportunities:

1. The draft budget is currently estimated to result in an approximately 1.6% decrease from the 2026 ad valorem levy.

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. Following Board review, staff recommend distributing the second draft budget to the Technical Advisory Committee and Citizen Advisory Committee for review and comment. Advisory committee comments will be reported to the Board at the August 24 meeting.
5. The remaining budget calendar is:
 - 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

Based on the findings and exhibits presented in the Staff Report, the staff recommendation was to receive the second draft budget and authorize distribution to the Technical Advisory Committee and Citizen Advisory Committee for review and comment.

Board Member Campbell moved to receive the second draft budget and authorize distribution to the Technical Advisory Committee and Citizen Advisory Committee for review and comment. Seconded by Board Member McCullough. The motion carried with three (3) yeas (Board Members Campbell, Hafner and McCullough) and no nays.

13. Board Tour and Open House Follow-Up

Mr. Janke discussed the purpose of this item was to relay the feedback requested by the Board at the previous meeting from the Citizen Advisory Committee (CAC) members regarding the Board tour and open house format.

It was concluded that the event was viewed as positive by most of the CAC members and they appreciated the attempt. There was one comment made that they didn't care for the change in the format and how it was handled.

Engagement Coordinator Jessica Lindemyer shared information regarding the CAC feedback from its July 8, 2026, meeting and the context on how many members were present at the event. Of the four members that attended the event, only two individuals gave feedback.

A suggestion was made to capture photos and videos via a drone for the CAC members in place of physically touring locations. Ms. Lindemyer expressed that

aerial views would offer better insight into the locations that are inaccessible if on a bus tour.

The time of the event was also discussed as a possible reason the event wasn't as well attended as it could perhaps be. There was additional discussion regarding CAC members taking their personal vehicle to tour locations, but the feedback given was about taking personal time to drive to the locations at their leisure or having the event later after work hours may increase attendance.

The staff recommendation is to review the feedback received regarding the 2026 Board tour and open house and provide any direction for future planning.

14. District Staffing and Organizational Capacity

Mr. Janke indicated that this item was a follow-up to information briefly discussed and subsequently tabled at the previous meeting. He reminded the Board that they had been discussing the District's organizational structure in light of leadership changes, growth, and the future direction of the district. At that time, the Board requested an organizational chart and 10-year plan to provide a clearer picture of the District's current position and future needs, which Mr. Janke provided.

Discussion followed regarding next steps, including stabilizing, monitoring, and adding internal and external support to further the District's mission. Mr. Janke discussed the future transition of the Administrative Services Coordinator position, noting that approximately 55% of the current role consists of payroll, human resources, and benefits, with the remaining responsibilities involving IT, fleet, and facility management. His plan is to rehire for the core responsibilities of the position and delegate the remaining duties among other staff through 2027, with a reevaluation planned for 2028.

Mr. Janke also stated that the District's current four Administrative positions are expected to be adequate at this time, although an external HR company may become necessary in the future, potentially resulting in a split of HR responsibilities. He expressed hope that the 1:1 position will be filled in early 2027.

The discussion concluded with both Member McCullough and Mr. Janke noting that current Administrative Services Coordinator Corinne Elfelt has been an important source of institutional knowledge for the District and has served as a "Jack/Jill of all trades." They emphasized that her experience and broad knowledge will be very difficult to replace.

INFORMATIONAL ITEMS

15. Springbrook Community Survey

Ms. Lindemyer presented information regarding the Springbrook Community Survey that she sent out approximately 2 weeks ago with the deadline of August 15th. The community can respond at any time, the deadline was put in place as the date to start analyzing the data. The survey went out to approximately 4000 households and currently the number of replies is in the low double digits. This survey was mailed and is a trial to see if this method is a good way to contact residents and if it's worth the expense or if electronically sending the survey is a better way to get responses. The cost was approximately \$3000 for printing and postage. The Board would like to see the results when available.

16. Invasive Phragmites in Minnesota

Mr. Janke informed the Board that this article is a feel-good article and reflected positively on the contributions to local communities and resources from districts like the watersheds that are combating the invasive species. This is a win for us locally but still is an issue in the state. It is a celebration of efforts to date and signal that we can do it if we keep up the efforts. Concluding if we can get on the issue early, it can make a difference.

ADJOURNMENT

Board Member Campbell moved to adjourn at 6:24 pm. Seconded by Board Member McCullough. The motion carried with three (3) yeas (Board Members Campbell, Hafner and McCullough) and no nays.

President

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: August 24, 2026
AGENDA NUMBER: 7
ITEM: Bills to Be Paid

FISCAL IMPACT: Budgeted
POLICY IMPACT: Policy

REQUEST

Approve bills

BACKGROUND

Claims totaling \$170,187.29 on the following disbursement list will be issued and released upon Board approval.

Vendor	Amount
V0054--MICHELLE J ULRICH PA	3,633.75
V0094--STATE OF MN AUDITOR	5,090.50
V0101--MINNESOTA ROADWAYS CO	4,500.00
V0110--RESPEC COMPANY LLC	10,097.50
V0138--RMB ENVIRONMENTAL LABORATORIES INC	940.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	195.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	2,877.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	304.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	342.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	285.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	209.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	260.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	195.00
V0195--STANTEC CONSULTING SERVICES INC	20,212.75
V0195--STANTEC CONSULTING SERVICES INC	46,320.00
V0195--STANTEC CONSULTING SERVICES INC	3,950.25
V0195--STANTEC CONSULTING SERVICES INC	12,364.00
V0242--METRO I NET	7,330.00
V0348--BLUE CROSS BLUE SHIELD OF MN	26,321.27
V0350--FIRST UNUM LIFE INSURANCE COMPANY	746.24
V0351--DELTA DENTAL OF MN	1,958.93
V0352--HEALTH EQUITY INC	37.10
V0352--HEALTH EQUITY INC	1,158.35
V0352--HEALTH EQUITY INC	212.88
V0352--HEALTH EQUITY INC	118.12
V0360--PAYLOCITY	572.68
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	8,607.20
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,365.00
V0429--ALLYANT	1,500.00
V0446--INTERNAL REVENUE SERVICE	1,708.99
V0447--MI HOMES OF MPLS-STP LLC	6,774.78
	170,187.29

Item 7: Bills to be Paid Page 2 of 2

Company name: Created on:	Coon Creek Watershed District 8/19/2026										
	Vendor name	Bill number	Date	Fund name	Department name	Account	Capital Project ID	Grant ID	Transaction amount	Memo	
8142026	MINNESOTA STATE RETIREMENT SYSTEM	08142026	8/14/2026	General Fund	Operations & Maintenance	60718			105.00	081426 MRSF-PHIL	
	MINNESOTA STATE RETIREMENT SYSTEM	08142026	8/14/2026	General Fund	Public & Governmental Relations	60718			25.00	081426 MRSF-PHIL	
	MINNESOTA STATE RETIREMENT SYSTEM	08142026	8/14/2026	General Fund	Planning	60718			200.00	081426 MRSF-PHIL	
	MINNESOTA STATE RETIREMENT SYSTEM	08142026	8/14/2026	General Fund	Watershed Development	60718			150.00	081426 MRSF-PHIL	
	MINNESOTA STATE RETIREMENT SYSTEM	08142026	8/14/2026	General Fund	Water Quality	60718			435.00	081426 MRSF-PHIL	
	MINNESOTA STATE RETIREMENT SYSTEM	08142026	8/14/2026	General Fund	Administration	60718			450.00	081426 MRSF-PHIL	
Sumfor08142026									1,365.00		
0973569-001 SEPT26	FIRST UNUM LIFE INSURANCE COMPANY	0973569-001 SEPT26	8/17/2026	General Fund	Watershed Development	60715			28.39	SEPT2026 INSUREVID	
	FIRST UNUM LIFE INSURANCE COMPANY	0973569-001 SEPT26	8/17/2026	General Fund	Administration	60715			95.68	SEPT2026 INSUREADM	
	FIRST UNUM LIFE INSURANCE COMPANY	0973569-001 SEPT26	8/17/2026	General Fund	Water Quality	60715			32.11	SEPT2026 INSUREWQ	
	FIRST UNUM LIFE INSURANCE COMPANY	0973569-001 SEPT26	8/17/2026	General Fund	Administration	21050			131.25	SEPT2026 INSURE	
	FIRST UNUM LIFE INSURANCE COMPANY	0973569-001 SEPT26	8/17/2026	General Fund	Operations & Maintenance	60715			33.66	SEPT2026 INSURECM	
	FIRST UNUM LIFE INSURANCE COMPANY	0973569-001 SEPT26	8/17/2026	General Fund	Administration	21050			425.15	SEPT2026 INSULTD	
Sumfor0973569-001 SEPT26									746.24		
1YOOXGS	HEALTH EQUITY INC	1YOOXGS	8/1/2026	General Fund	Administration	60713			37.10	AUG2026 FEES	
Sumfor1YOOXGS									37.10		
2598296	STANTEC CONSULTING SERVICES INC	2598296	8/3/2026	General Fund	Watershed Development	63246			20,212.75	PROJ27707626 PERMITS JULY26	
Sumfor2598296									20,212.75		
2598297	STANTEC CONSULTING SERVICES INC	2598297	8/3/2026	General Fund	Administration	63246			4,057.25	PROJ27708772 GENL JULY26	
	STANTEC CONSULTING SERVICES INC	2598297	8/3/2026	General Fund	Planning	63246	PROJ25-304		8,829.75	PROJ27708772 D60 SUB PLAN JULY26	
	STANTEC CONSULTING SERVICES INC	2598297	8/3/2026	General Fund	Administration	63246			5,920.75	PROJ27708772 WQ STUDIES JULY26	
	STANTEC CONSULTING SERVICES INC	2598297	8/3/2026	General Fund	Water Quality	63246	PROJ25-510		5,465.00	PROJ27708772 D39 PLAN IMPL JULY26	
	STANTEC CONSULTING SERVICES INC	2598297	8/3/2026	General Fund	Planning	63246	PROJ25-305		5,352.50	PROJ27708772 CHNL GEO ANALYSIS JULY26	
	STANTEC CONSULTING SERVICES INC	2598297	8/3/2026	General Fund	Planning	63246	PROJ26-317		5,188.75	PROJ27708772 CDS7 PLAN IMPL JULY26	
	STANTEC CONSULTING SERVICES INC	2598297	8/3/2026	General Fund	Water Quality	63246	PROJ25-510	G25-001-M	4,095.00	PROJ27708772 BRIDGE WATER IMP JULY26	
	STANTEC CONSULTING SERVICES INC	2598297	8/3/2026	General Fund	Planning	63246	PROJ26-301		114.00	PROJ27708772 MODEL UPDATES JULY26	
	STANTEC CONSULTING SERVICES INC	2598297	8/3/2026	General Fund	Planning	63246	PROJ25-303		1,421.25	PROJ27708772 SUBPLAN JULY26	
	STANTEC CONSULTING SERVICES INC	2598297	8/3/2026	General Fund	Water Quality	63246	PROJ24-524	G25-002-M	3,674.75	PROJ27708772 SAND CRACK ACP XEON JULY26	
	STANTEC CONSULTING SERVICES INC	2598297	8/3/2026	General Fund	Planning	63246	PROJ26-316		2,201.00	PROJ27708772 INFILTRATION STUDY JULY26	
Sumfor2598297									46,320.00		
2598298	STANTEC CONSULTING SERVICES INC	2598298	8/3/2026	General Fund	Water Quality	63246	PROJ25-510	G26-002-M	1,708.25	PROJ27709152 KNOLL CRK RESIL PLAN JULY26	
	STANTEC CONSULTING SERVICES INC	2598298	8/3/2026	General Fund	Water Quality	63246	PROJ25-510	G26-002	2,242.00	PROJ27709152 KNOLL CRK RESIL PLAN JULY26	
Sumfor2598298									3,950.25		
2598914	STANTEC CONSULTING SERVICES INC	2598914	8/4/2026	General Fund	Watershed Development	63246			12,364.00	PROJ27707628 WCA JULY26	
Sumfor2598914									12,364.00		
2.60731E											

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: August 24, 2026
AGENDA NUMBER: 8
ITEM: Election of Officers

POLICY IMPACT: Policy

ACTION REQUESTED

Elect Board officers.

BACKGROUND

The District Board of Managers elects officers to support Board organization and administration.

Minnesota Statutes Section 103D.315, subdivision 3 requires watershed district managers to elect different managers as President, Secretary, and Treasurer.

District Bylaws Article VI, Section 1 provides that the Board will annually elect from among its members a President, Vice-President, Secretary, and Treasurer. The term of office is one year, commencing on the date of election. Election of officers is to be conducted at a Board meeting in the month of June. No member may hold more than one office at a time.

The Board last elected officers on June 22, 2026, while one manager position was vacant. At that time, the Board indicated that officer assignments could be revisited after the vacant manager position was filled.

Anoka County appointed Nathaniel Schneider to fill the vacant manager position on August 11, 2026.

OFFICES

Office	Current Officer	Elected Officer
President	Jim Hafner	
Vice-President	Jason Lund	
Secretary	Dwight McCullough	
Treasurer	Mary Campbell	

OPTIONS

1. Elect Board officers.
2. Continue the officers elected June 22, 2026, until the next annual election.

RECOMMENDATION

Elect Board officers.

COON CREEK WATERSHED DISTRICT Request for Board Action

MEETING DATE: August 24, 2026
AGENDA NUMBER: 9
ITEM: Draft 2027 Budget #3 and Order Public Hearing

AGENDA: Policy

ACTION REQUESTED

Review and discuss Draft 2027 Budget #3, order a public hearing on the Draft 2027 Budget for September 14, 2026, and direct staff to publish notice of the public hearing.

PURPOSE AND SCOPE

To present the third draft of the 2027 District budget, summarize advisory committee review, and order the public hearing on the Draft 2027 Budget.

BACKGROUND

In March, the Board adopted a calendar and process for developing the 2027 budget.

At the August 10, 2026, Board meeting the Board authorized distribution to the Technical Advisory Committee and Citizen Advisory Committee for review and comment.

The following table summarizes Draft 2027 Budget #3 by major revenue and expenditure category.

Revenues	2024 Actual	2025 Actual	2026 Budget	2026 Projected	2027 Request	% Chg
Fund Balance January 1	1,674,493	1,805,768	4,050,782	4,050,782	3,323,386	
Property Tax	4,965,765	6,207,206	6,924,414	6,924,449	6,814,581	-1.587%
Fees & Charges	298,140	175,500	180,573	180,000	270,223	
Grants & Intergovernmental	242,898	1,058,409	2,372,179	1,300,000	2,575,911	
Other Revenue	198,713	202,704	180,000	200,000	200,000	
Fund Balance Used	98,059	468,316	727,396	360,000	40,225	
	5,803,575	8,112,135	10,384,562	8,964,449	9,900,940	
Total Funds Available	7,380,009	9,449,587	13,707,948	12,655,231	13,184,101	
Expenditures						
Salaries & Benefits	1,981,605	2,249,372	2,711,665	2,701,133	2,838,729	
Professional Services	576,900	411,999	527,084	481,304	501,808	
Operating Expenses	278,510	220,551	370,499	341,171	442,234	
Program Costs	2,580,518	2,374,562	6,704,314	2,875,497	5,417,260	
Capital Costs	156,708	142,321	71,000	70,000	700,909	
	5,574,241	5,398,805	10,384,562	6,469,105	9,900,940	
Fund Balance December 31	1,805,768	4,050,782	3,323,386	6,186,126	3,283,161	
Rev - Exp	229,334	2,713,330	-	2,495,344	0	

A more detailed line-item budget summary is attached.

ISSUES/CONCERNS/OPPORTUNITIES

Levy impact-The draft budget is currently estimated to result in an approximately 1.6% decrease from the 2026 ad valorem levy.

Citizen Advisory Committee Review- The 2027 draft budget was presented to the CAC on August 12, 2026. The CAC discussion included questions regarding several budget line items and the decision-making process for proposed activities. The office remodel, consulting services, staff salaries, and general cost-effectiveness of budgeted items were among the main topics discussed.

Technical Advisory Committee Review- The 2027 draft budget was presented to the TAC on August 13. Following the presentation to the TAC, Area Hydrologist Ryan Toot, expressed his interest in learning more about the Pleasure Creek Pond Outlet Modification. No formal comments were received.

Public Hearing and Proposed Levy Certification- The next step in the budget process is to order the public hearing on the Draft 2027 Budget.

The Board is scheduled to hold the budget hearing on September 14, 2026. Following the hearing, the Board is scheduled to consider adoption of the 2027 budget and certification of the proposed 2027 property tax levy. This schedule is intended to allow the District to meet the September 15 certification deadline under MN Statutes.

The December 14, 2026, Board meeting is scheduled for consideration and certification of the final 2027 property tax levy.

RECOMMENDATION

Receive Draft 2027 Budget #3, order a public hearing on the Draft 2027 Budget for September 14, 2026, and direct staff to publish notice of the public hearing.

Attachments:

Draft 2027 Budget #3

Draft Notice of Public Hearing

Code	Prepared 7/23/2026 9:01	2023 Actual	2024 Actual	2025 Actual	2026 Budget	Change	Request	Change 26-27
	Property Taxes							
41101	Administrative Levy							
41102	Insurance Levy							
41103	MWMA Levy	3,187,281	4,965,765	6,207,206	6,924,449	(109,868)	6,814,581	-1.587%
41104	Survey & Data Levy							
41105	Maintenance Levy							
	Total Property Taxes	3,187,281	4,965,765	6,207,206	6,924,449	(109,868)	6,814,581	-1.587%
	Fees & Charges							
52226	Application Fees	1,850	640	500	500	(350)	150	
53191	Review & Inspect Fees	550,368	297,500	175,000	180,073	90,000	270,073	
	Total Fees	552,218	298,140	175,500	180,573	89,650	270,223	50%
	Grants							
55190	WCA Admin	9,212	7,396	8,197	7,500	-	7,500	
55190	G21-001 BWSR CWF Aurelia Park	38,771	-	-	-	-	-	
55190	G22-001 319 Pet Waste Sand Creek	7,028	13,002	23,135	-	-	-	
55190	G23-001 319 NKE Sand & Coon Creek	-	-	320,705	-	-	-	
55190	G21-002 BWSR CWF PCSIESF	33,000	-	-	-	-	-	
55190	G22-002 BWSR CWF ECIESF	172,500	-	34,500	-	-	-	
55190	G22-003 BWSR CWF WBIF-Retrofits	-	-	108,189	-	-	-	
55190	G24-001 BWSR CWF WBIF LCCCR	-	222,500	178,000	44,500	(44,500)	-	
55190	G25-001 BWSR CWF Bridgewater	-	-	312,500	312,500	-	312,500	
55190	G25-002 BWSR WBIF Xeon Blvd	-	-	73,183	73,183	-	73,183	
55190	G26-xxx 319 NKE AOP Ph II	-	-	-	-	310,191	310,191	
55190	G26-002 SWC D39 Flood Resiliency	-	-	-	69,200	9,120	78,320	
55190	G26-003 CWF WBIF Blaine Parks	-	-	-	250,000	(250,000)	-	
55190	G27-001 CWF WBIF xxx	-	-	-	-	147,050	147,050	
	Task Force Funding							
	D17 Implementation	-	-	-	142,400	-	142,400	
	PC Implementation	-	-	-	108,684	-	108,684	
	D39 Implementation	-	-	-	1,371,083	-	1,371,083	
	Xeon AOP Ph 2	-	-	-	25,000	-	25,000	
	D41 Implementation	-	-	-	-	-	-	
	Total Grants	260,511	242,898	1,058,409	2,404,050	171,861	2,575,911	7%
	Other Revenue							
56101	Interest Income	25,926	198,713	202,704	180,000	20,000	200,000	11%
	Fund Balances & Other							
	Building	-	-	-	-	-	-	
	AIS Rapid Response	163	-	1,900	40,000	-	40,000	
	Illicit Discharge Detection	-	-	490	225	-	225	
	Fund Equity Balance	40,225	98,059	465,926	687,171	(687,171)	-	
	Ditch Fund Balances							
	Ditch 54	-	-	-	-	-	-	
	Other Fund Balances	-	-	-	-	-	-	
	Total Fund Balances	40,388	98,059	468,316	727,396	(687,171)	40,225	-94%
	TOTAL REVENUE	4,066,324	5,803,575	8,112,135	10,416,468	(515,528)	9,900,940	-5%

Code	Prepared 7/23/2026 9:01	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2026 Projected	Change	Request	Change 26-27
Salaries & Benefits									
60110	Salaries	\$ 1,330,378	1,448,994	1,546,939	1,878,695	1,878,695	77,375	1,956,070	4%
60260	Temporary Salaries-Students	\$ -	39,000	9,589	44,533	24,000	(21,455)	23,078	-48%
60713	HSA Payment	\$ 14,466	15,117	92,939	92,215	92,215	(7,557)	84,658	-8%
60714	Health Insurance	\$ 208,094	235,020	317,621	366,120	366,120	54,273	420,393	15%
60715	Life Insurance	\$ 512	526	2,607	2,944	2,944	(827)	2,117	-28%
60716	Social Security (FICA)	\$ 102,845	114,673	120,855	148,045	148,045	4,278	152,323	3%
60717	Retirement (PERA)	\$ 96,674	107,880	114,888	139,434	139,434	4,054	143,488	3%
60720	Dental Insurance	\$ 7,605	7,605	23,487	24,880	24,880	4,495	29,375	18%
60721	LTD Insurance	\$ 1,422	1,790	10,447	12,800	12,800	(6,334)	6,466	-49%
60716	PFML	\$ -	-	-	-	-	8,761	8,761	#DIV/0!
60855	Board & Advisory Expenses	\$ 10,950	11,000	10,000	12,000	12,000	-	12,000	0%
Total Salaries & Benefits		1,772,946	1,981,605	2,249,372	2,721,666	2,701,133	117,063	2,838,729	4%
Professional Services									
63010	GIS Services	111,700	117,286	106,146	150,241	135,200	(10,985)	139,256	-7%
63052	Accounting/HR/Audit	17,690	218,102	142,267	124,637	129,137	8,374	133,011	7%
63066	IT Services	58,366	64,810	81,036	87,967	87,967	5,754	93,721	7%
63246	Engineering Services	143,758	121,000	31,000	104,500	70,000	(32,400)	72,100	-31%
63453	Legal Services	54,080	55,702	51,550	59,740	59,000	3,980	63,720	7%
Total Professional Services		385,594	576,900	411,999	527,085	481,304	(25,277)	501,808	-5%
Operating Expenses									
61101	Small Equipment (furn/off/comp/misc)	18020	37203	35892	51,800	51,800	65,210	117,010	126%
61102	Printing	0	4040	3675	3,708	3,708	1,132	4,840	31%
61105	Cleaning & Janitorial Supp	15,487	16,222	16,022	17,373	17,373	3,408	20,781	20%
61110	Gasoline/Oil/License	16,377	17,377	3,901	17,678	6,530	(11,028)	6,650	-62%
61149	Gen'l Supplies (office)	19,031	20,033	5,503	11,057	11,057	442	11,499	4%
61249	R&M Phone Hardware	2,350	3,450	215	3,400	3,400	-	3,400	0%
61250	R&M Buildings	15,166	22,412	13,068	25,693	25,693	2,456	28,149	10%
61251	R&M Office Machine & Equip	3,588	5,900	4,135	18,145	18,145	3,569	21,714	20%
61263	R&M Security	1,071	1,125	1,465	2,941	2,941	39	2,980	1%
61354	Training & Conferences-Board/Other	2,000	500	-	350	350	700	1,050	200%
61355	Training & Conferences-Staff Dev	13,214	10,620	12,433	15,805	15,805	9,341	25,146	59%
61475	Mileage	2,827	683	890	662	881	289	951	44%
61476	Other Travel Exp, Parking	40	40	145	40	150	170	210	425%
61477	Meals & Staff Enrichment	1,750	2,965	1,664	3,750	3,750	600	4,350	16%
61552	Bank Charges	761	799	1,088	1,174	1,174	35	1,209	3%
61557	Dues & Memberships	15,650	17,000	27,591	32,115	28,615	(1,060)	31,055	-3%
61558	Advertising	1,637	1,650	504	650	650	2,500	3,150	385%
61559	Subscriptions & Publications	2,744	4,243	7,502	7,823	7,823	3,381	11,204	43%
61575	Books & Software	19,398	33,558	15,658	74,450	60,450	(8,770)	65,680	-12%
61810	Misc & Contingency	-	-	-	1,750	1,750	-	1,750	0%
62119	Web Site Server	1,000	1,995	-	3,600	3,600	(1,185)	2,415	-33%
62124	Leases & Rentals	5,818	8,292	6,038	4,804	4,804	(1,340)	3,464	-28%
62225	Utilities-Heat/Natural Gas	2,501	2,626	2,907	3,091	3,091	124	3,215	4%
62226	Utilities-Electric	6,258	5,696	4,747	6,106	6,106	316	6,422	5%
62228	Utilities-Waste/Recycle Disposal	1,300	1,418	1,808	1,774	1,774	266	2,040	15%
62229	Phones	17,884	18,778	13,927	17,850	17,850	536	18,386	3%
62231	Postage	1,027	975	402	517	517	16	533	3%
62273	Cable	7,285	7,649	6,117	7,004	7,004	210	7,214	3%
62370	Insurance-Liability	9,500	19,425	12,667	13,174	13,174	527	13,701	4%
62372	Insurance-Property	4,700	4,935	9,133	9,498	9,498	380	9,878	4%
62373	Insurance-Work Comp	5,437	5,709	10,264	10,458	10,458	418	10,876	4%
62374	Insurance-Vehicles	1,135	1,192	1,190	1,250	1,250	63	1,313	5%
Total Operating Expenses		214,956	278,510	220,551	369,490	341,171	72,744	442,234	20%
Program Costs									
Administration									
63052	Consultant	-	-	-	-	-	65,000	65,000	#DIV/0!
61148	Field Supplies-ADM	735	750	640	750	750	253	1,041	39%
Watershed Development									
61549	Illicit Discharge Detection	850	900	490	900	250	(45)	900	0%
61549	Groundwater-Surface Water Dewatering Study	-	15,000	-	-	-	-	-	#DIV/0!
63246	District Rule Amendment	-	-	-	7,950	-	(8,348)	(1)	-100%
63246	BMP Standards	-	-	-	11,236	5,000	(8,400)	-	-100%
63246	Engineering Standards	-	-	-	13,250	5,000	(12,600)	-	-100%
63246	Engineering	-	400,000	242,992	367,500	367,500	-	273,000	-26%
61148	Field Supplies-WD	950	500	462	627	627	15	671	7%

Code	Prepared 7/23/2026 9:02	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2026 Projected	Change	Request	Change 26-27
Planning & Special Studies									
63246	Boundary Adjustments	3,500	3,000	-	-	-	-	-	#DIV/0!
63246	Water Quality Model	70,000	-	116,613	-	-	-	-	#DIV/0!
63246	H&H Model Upgrades	-	-	-	-	-	30,000	30,000	
63246	Model Updates	-	50,000	42,765	53,000	53,000	(2,650)	53,000	0%
63246	Watershed Modeling Pilot Upgrade	20,800	-	101,482	-	-	-	-	#DIV/0!
63246	Infiltration Study	-	-	-	40,000	40,000	(42,000)	-	-100%
63246	LCC Subwatershed Plan	-	-	-	-	-	200,000	200,000	
63246	Stonybrook Creek Subwatershed Plan	-	-	-	-	-	90,000	90,000	
63246	Aquatic Organism Passage Enhanc Ph 2	-	75,000	37,300	-	-	-	-	#DIV/0!
63246	Subwatershed Planning/Assessments	-	228,000	185,145	-	-	-	-	#DIV/0!
63246	Altered Hydrology Analysis	-	-	-	-	-	60,000	60,000	
63246	Subwatershed Feasibility Designs	-	-	-	-	-	40,000	40,000	#DIV/0!
63246	Channel Geomorphic Analysis	-	-	6,360	-	-	-	-	#DIV/0!
63246	Springbrook Creek Pumping Optimization	-	-	-	-	-	30,000	30,000	
63246	Drainage Atlas	-	-	-	-	-	-	-	#DIV/0!
63246	Water Quantity Study	-	-	18,608	-	-	-	-	#DIV/0!
63246	D39 Stormwater Resilience Planning	-	-	-	-	-	98,956	98,956	
63246	D37 Plan Implementation	-	-	-	45,000	45,000	(47,250)	-	-100%
63246	CC Restoration Impl Analysis	-	-	-	-	-	150,000	150,000	
63246	Lifecycle & Replacement Cost Study	-	-	-	-	-	75,000	75,000	
63246	Economic Water Resource Study	-	125,000	-	-	-	-	-	#DIV/0!
61549	MN Stormwater Research Council-Partner Funding	-	10,000	-	-	-	-	-	#DIV/0!
61549	Groundwater Study/Assessment	-	5,000	68,000	100,000	100,000	(105,000)	-	-100%
Operations & Maintenance									
63246	Engineering/Feasibility Studies	30,000	30,000	31,800	33,708	32,000	337	35,730	6%
63246	AOP Crossing Enhancement	-	-	7,364	-	-	-	-	#DIV/0!
63246	CC Restoration 131st to Main	-	-	10,537	-	-	-	-	#DIV/0!
63246	University Ave Pond Retrofit	-	-	408	-	-	-	-	#DIV/0!
63246	Non Routine Maintenance-City Coop/Repair	-	-	-	-	-	20,000	20,000	#DIV/0!
63246	Flood Mitigation	-	-	-	50,000	35,000	(52,500)	-	-100%
63246	Develop Standards Project Specification	-	-	-	14,326	10,000	(15,042)	0	-100%
632469	Asset Registry	-	-	-	8,427	8,400	85	8,933	6%
63246	BMP Revitalization	-	-	-	7,000	5,000	(2,350)	5,000	-29%
63246	SQT Pilot	-	-	-	79,500	25,000	(83,475)	-	-100%
63595	Bank Repair & Stabilization	58,240	125,000	185,311	161,518	101,000	(82,500)	75,000	-54%
61251	Ditch Repair & Maintenance	137,280	10,000	53,966	50,000	50,000	500	53,000	6%
61549	Non Routine Maintenance	88,400	96,000	67,613	107,866	105,000	2,157	115,416	7%
61148	Field Supplies-O&M	4,625	1,400	1,484	1,500	1,500	442	2,017	34%
Water Quality									
61549	AIS Rapid Response	5,000	20,000	1,900	20,000	10,000	9,500	20,000	0%
61549	Lake Plan Implementation	2,887	5,000	3,030	5,618	5,500	(25)	5,750	2%
61549	Monitoring	99,746	110,489	99,880	124,145	120,000	310	126,310	2%
61549	WQ Cost Share Program	75,000	215,000	217,301	290,000	275,000	1,250	290,000	0%
61549	Groundwater-Surface Water Chlorides Pilot	-	35,000	4,293	108,492	100,000	(105,000)	-	-100%
63246	Biomonitoring	-	-	4,431	-	-	-	-	#DIV/0!
63246	Pond Performance Evaluation	-	-	1,162	-	-	-	-	#DIV/0!
61549	Pond Mitigation	-	-	-	-	-	35,000	35,000	
61549	Sand Crk Habitat Connectivity	-	-	-	-	-	47,800	47,800	
61549	Leaky Sanitary Sewer Investigation	-	-	-	84,270	84,000	(88,200)	-	-100%
61549	Street Sweeping Testing	-	15,000	12,887	-	-	-	-	#DIV/0!
61549	Contaminents of Emerging Concern Ph II	-	50,000	28,978	50,000	50,000	(52,500)	-	-100%
61549	FY27 WBIF	-	-	-	-	-	324,099	324,099	
61549	Winer Chloride Monitoring	-	6,000	-	-	-	-	-	#DIV/0!
61148	Field Supplies-WQ	7,547	2,566	2,344	3,350	3,350	989	4,507	35%
Public & Government Relations									
61549	Springbrook I&E Implementation	-	69,900	2,000	-	-	-	-	#DIV/0!
61549	Targeted Pleasure Cr I&E Implementation	-	19,900	-	-	-	-	-	#DIV/0!
61549	NKE Sand Creek Trail Audience Survey	-	15,000	-	-	-	-	-	#DIV/0!
61549	Community I & E	-	-	-	-	-	25,000	25,000	
61549	Subwatershed I & E	-	-	-	20,000	15,000	20,000	20,000	0%
61549	Chloride Reduction I & E	-	-	-	-	-	12,000	12,000	
61549	Website Updates	-	-	-	-	-	-	-	#DIV/0!
61549	Digital Communications & Resources	-	-	-	10,000	10,000	4,500	15,000	50%
61549	Creek/Ditch Signage	-	11,000	3,302	3,500	3,500	(175)	3,500	0%
61549	Audience Community Survey	26,000	28,393	22,782	45,000	25,000	(26,250)	-	-100%
61549	Interactive Education/Engagement	-	-	21,200	35,000	35,000	(21,750)	15,000	-57%
61549	Water Education Grants	3,745	3,867	3,948	4,000	2,500	1,375	4,000	0%
61549	Newsletter Communications	-	-	5,825	25,000	20,000	(21,000)	-	-100%
61549	Sponsorships	-	1,750	1,500	2,000	1,500	425	2,000	0%
61549	Adopt-A-Drain	6,864	6,000	5,470	5,000	5,000	(250)	5,000	0%
61549	Pet Waste	18,000	10,288	22,558	21,000	8,000	12,600	21,000	0%
61148	Field Supplies-PGA	6,614	3,815	2,222	2,850	2,850	2,017	5,010	76%

Code	Prepared 7/23/2026 9:03	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2026 Projected	Change	Request	Change 26-27
	Planning & Special Studies								
63246	Boundary Adjustments	3,500	3,000	-	-	-	-	-	#DIV/0!
	Waters Restoration & Protection								
63595	AOP Enhancement Ph II	-	-	-	500,000	500,000	(525,000)	-	-100%
63595	PC MNDot Pond Outlet Modification	-	21,000	38,010	-	-	-	-	#DIV/0!
63595	Springbrook Nature Center Outlet Mod	-	22,500	7,729	-	-	-	-	#DIV/0!
63595	Happy Acres Park D60-P01 Pond	-	-	-	-	-	989,000	989,000	
63595	Happy Acres Park West Infiltration Basin	-	-	-	-	-	23,400	23,400	
63595	Sand Creek AOP Crossing Ehanc @ Xeon	-	115,000	-	171,366	171,000	(179,550)	-	-100%
63595	D60-2 Reroute	-	-	-	-	-	240,720	240,720	
63595	AOP Crossing Enhancement Ph III	-	-	-	-	-	50,000	50,000	
63595	PC Pond Outlet Modification Alt	-	-	-	-	-	450,000	450,000	
63595	CC Restoration	-	-	-	-	-	1,200,000	1,200,000	
63595	CRD Reg Park LCC Corridor Restoration-Expansion	-	440,000	506,918	-	-	-	-	#DIV/0!
61549	D17 Springbrook Cr Subwatershed plan impl	-	90,000	30,000	142,400	142,000	(149,100)	-	-100%
61549	Pleasure Cr Subwatershed plan impl	-	87,500	87,500	108,684	108,000	-	-	-100%
63246	Subwatershed Plan-D39 impl	-	-	58,052	2,968,583	968,000	(1,016,400)	-	-100%
63246	Subwatershed Plan-D60 impl	-	-	-	800,000	150,000	(157,500)	-	-100%
61148	Field Supplies-WRRP	-	-	-	-	-	-	500	
	Total Program Costs	666,783	2,580,518	2,374,562	6,704,316	3,805,227	1,507,870	5,417,260	-19%
	Capital Costs								
65180	Building Improvements	8,000	97,350	2,645	9,000	9,000	516,209	525,209	5736%
	~LL remodel				-	-	249,709	-	
	~Office PGR assist				-	-	6,500	-	
	~Landscaping				-	-	-	-	
	~Insulate/Soundproof 2 offices				-	-	9,000	-	
	~Keyless entry				-	-	-	-	
	~Handicap Doors				-	-	-	-	
	~Hex Pave				-	-	-	-	
	~Rear Parking Paving				-	-	-	-	
	~Front Parking Paving				-	-	250,000	-	
	~Parking Lot Netting				-	-	-	-	
	~Bath sinks/counters				-	-	10,000	-	
65230	Monitoring & Field Equipment	13,795	14,000	64,429	-	-	-	-	#DIV/0!
	~Portable Velocity/Depth Sensor				-	-	-	-	
	~Backpack electrofisher				-	-	-	-	
	~GNSS Receiver				-	-	-	-	
65250	Vehicle	-	-	34,421	47,000	46,000	13,000	60,000	28%
65340	Office Furniture & Fixtures	-	16,000		-	-	115,700	115,700	#DIV/0!
65380	Computers & Equipment	-	-	19,344	-	-	-	-	#DIV/0!
65390	Software-Website migration	-	29,358	21,482	15,000	15,000	-	-	-100%
	Total Capital Costs	21,795	156,708	142,321	71,000	70,000	644,909	700,909	887%
	TOTAL EXPENSES	3,062,074	5,574,241	5,398,805	10,393,557	7,398,835	2,317,309	9,900,940	

NOTICE OF PROPOSED PROPERTY TAXES and BUDGET

The Board of Managers of the Coon Creek Watershed District will hold a public hearing on:

Monday, September 14, 2026
5:30 PM
Coon Creek Watershed District
13632 Van Buren St NE
Ham Lake, MN 55304

All residents of the Watershed District are invited to attend the public hearing on the proposed 2027 budget to express their opinions on the budget and the amount of property taxes the Board of Managers propose to collect to pay for District services to be provided in 2027. If the discussion on the budget cannot be completed, a time and place for continuing the discussion will be announced at the hearing. You are invited to send written comments to:

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

Revenues	2027 Draft
Property Tax	\$6,814,581
Fees & Charges	270,223
Grants & Intergovernmental Funds	2,575,911
Other Revenue	200,000
Fund Balance	40,225
Total Revenue	\$9,900,940
Expenditures	
Salaries & Benefits	\$2,838,729
Professional Services	501,808
Operating Expenses	442,234
Program Costs	5,417,260
Capital Costs	700,909
Total Expenditures	\$9,900,940

COON CREEK WATERSHED DISTRICT

Request for Board Action

MEETING DATE: August 24, 2026
AGENDA NUMBER: 10
ITEM: Citizen Advisory Committee Applications

AGENDA: Policy

ACTION REQUESTED

Decision

PURPOSE & SCOPE

The purpose of this item is for the Board to consider the appointment of one or more applicants to the District's Citizen Advisory Committee (CAC).

BACKGROUND

Minnesota Statute 103D.331 states that the Board of Managers must annually appoint an advisory committee to advise and assist the managers on all matters affecting the interests of the watershed district and make recommendations to the managers on all contemplated projects and improvements in the watershed district.

In May, David Petry stepped down from his position on the CAC after accepting a staff position with the District.

In August, Nathaniel Schneider stepped down from his position on the CAC after accepting an appointment to the Board of Managers.

With David Petry and Nathaniel Schneider stepping down from their positions, the 2026 Citizen Advisory Committee currently includes:

1. Barbara Goodboe-Bisschoff, Spring-Lake Park City Council representative
2. Paddy Jones, Ham Lake Resident
3. John Lilly, Blaine Resident
4. Jason Margl, Andover Resident
5. Gary Nereson, Andover Resident - Crooked Lake Area Association representative
6. Anoka Conservation District representative – Jim Lindahl
7. Anoka County representative – Joe MacPherson

On Thursday, July 9th District staff received a CAC application from Coon Rapids resident Cameron Bluhm. On Monday, July 13th District staff received a CAC application

from Andover resident Jonathan Gwinn. Both applications have been reviewed by staff and deemed complete.

Both applications have been attached for Board review and consideration.

ISSUES/CONCERNS

CCWD Policy 1.8.1 limits the size of CCWD's Citizen Advisory Committee to nine members. Both state statute and CCWD policy emphasize the importance of having members represent various organizations, interest groups, and communities.

With the departure of both David Petry and Nathaniel Schneider, the Committee currently sits at seven members and two vacancies.

Should the Board choose to appoint either or both applicants at the August 24th meeting, their appointment would run through the rest of the year and be up for re-appointment with the rest of the CAC members in December 2026.

RECOMMENDATION

Appoint applicants Cameron Bluhm and Jonathan Gwinn to serve on the Citizen Advisory Committee.



Citizen Advisory Committee

Member Application Part 1

Date	7-9-2026
Type	☒ New ☐ Re-application
Name	Cameron Bluhm
Residency address	10733 Riverview PI NW
City, State, Zip	Coon Rapids, MN, 55433
Email	cameronbluhm1@gmail.com
Phone	(507) 226-3842
Mailing address (if different from residency)	

Are you available to attend monthly meetings & take an active role in working with the Coon Creek Watershed District Board of Managers?

☒ Yes ☐ No

Member Category

☐ City/County Official

☒ Citizen

☐ Farmer

☐ Outdoor organization

☐ Other:

Occupation

Substation Apparatus Electrician for Great River Energy

Qualifications (education or background related specifically to civic, professional, volunteer, or governmental boards or commissions)

College public speaking and speech course

Reasons for wanting to serve:

I am currently active with a community driven lake association in Itasca county assisting in lake measurements, and I also grew up in southeast Minnesota with the Mississippi River in my backyard. Minnesota's watersheds have played a crucial role in my life, so when I moved to Coon Rapids last year and then heard about this opportunity I was very interested. Thank you

List any financial interests or associations you have that may present a conflict of interest

N/A

Please read and complete Part 2 of this application, Member Expectations and Data Practices Advisory. After completing Part 2, please return the signed form by either:

Mailing a physical copy to
Coon Creek Watershed District
13632 Van Buren St NE
Ham Lake, MN 55304

OR

Scanning or photographing a copy and
emailing it to info@cooncreekwd.org with
"CAC Member Application" in the email subject
line



Citizen Advisory Committee

Member Application Part 2

Member Expectations

This is a volunteer position with no reimbursement, except possibly for conference attendance.

The Coon Creek Watershed District (CCWD) expects CAC members to:

- Attend a new member orientation
- Make a serious commitment to actively participate in CAC work
- Notify the staff liaison if unable to attend meetings
- Prepare for meetings and reviews
- Become familiar with the CCWD Mission and CAC role
- Understand the roles and relationships of the CAC and the CCWD staff and Board of Managers
- Get to know other CAC members to build a working relationship
- Reflect the perspectives of the watershed's diverse constituency in discussions and decision-making
- Serve the CCWD in a professional and non-partisan manner
- Support the majority decision on issues decided by the CAC and the CCWD Board of Managers at meetings and when representing CCWD at other forums, even if personal opinions are different
- Refrain from making public comments and statements that would misrepresent or negatively represent the CCWD, its decisions or policies including written or verbal comments to the media, on blogs, websites, or other forums where it is foreseeable that the comments will become known to the public

Data Practices Advisory

The following information requested above is classified as private data under the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13 (MGDPA): your address, telephone numbers, and email address. Other information you provide in response to questions asked will be public data and so your responses should be limited to your education, training, employment, volunteer work, and any other aspects of your background and interests you do not consider to be private. If you are appointed to the Citizen Advisory Committee your address, telephone numbers, and email address will become public data.

Private data are data that generally may not be released to the public. The information classified as private data is requested so that the appointing authority can confirm your eligibility to serve on the Citizen Advisory Committee and contact you about your application. You are not legally required to provide this information; however, if you don't do so, the appointing authority may not be able to confirm your eligibility or communicate with you in a timely way.

The private data will be maintained by the Coon Creek Watershed District in accordance with the MGDPA and will be accessible to those within the Coon Creek Watershed District who reasonably require access in order to administer the appointment process.

I certify that the information on this application is correct and that I understand the Expectations and Data Practices Advisory listed above:

	7-9-2026
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Signature

Date



Citizen Advisory Committee

Member Application Part 1

Date	7/13/26
Type	☒ New ☐ Re-application
Name	Jonathan Gwinn
Residency address	1210 141st Ln NW
City, State, Zip	Andover, MN, 55304
Email	gwinn9912@gmail.com
Phone	6124121434
Mailing address (if different from residency)	N/A

Are you available to attend monthly meetings & take an active role in working with the Coon Creek Watershed District Board of Managers?

☒ Yes	☐ No
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Member Category

☐ City/County Official
☒ Citizen
☐ Farmer
☐ Outdoor organization
☐ Other:

Occupation

Conservationist, Public Relations, Self-Researcher

Qualifications (education or background related specifically to civic, professional, volunteer, or governmental boards or commissions)

Over many years (2022-2026), I have been able to serve on the Andover Nature Preserve commission. Working collaboratively with a team of commissioners to offer recommendations to the city council regarding maintenance activities, creative funding methods, and visionary planning regarding our nature preserves (Vice Chair from March 2024-April 2026).

As a part of the Park Services Unit employee for Anoka County Parks. I assist with the enforcement of policies/ordinances at campgrounds, visitor centers, and gate operations. As the need arises, I work to employ de-escalation communication techniques to manage confrontational situations effectively. Answering questions in a helpful and friendly manner is my priority.

Self-Research development proposals regarding stormwater infrastructure, wetland banking, and more. Learned more about the process required for approval, including plat reviews, EAW's, and AUAR.

Lastly, I am an individual who loves to learn more and be involved in the community, through collaborative efforts and creative solutions to the problems of today and tomorrow we can make the community the best it can be for generations to come.

Reasons for wanting to serve:

I would enjoy the opportunity to learn more about the CCWD and its partners. Furthermore, I have a desire to help our growing community be the best that it can be. Everyday decisions can have long-term impacts on what our community looks like for generations to come.

Lastly, I value diverse perspectives and the conversations that come along with it. These discussions (in part through the CAC) help the board of managers by offering additional information/ideas that may not have been thought of before.

List any financial interests or associations you have that may present a conflict of interest

I have the potential of being on the Andover Nature Preserve Commission. I have discussed this potential opportunity (CAC) with City of Andover Staff, and they are comfortable with me serving in both roles, with some stipulations. These stipulations can be provided as the need arises.

Please read and complete Part 2 of this application, Member Expectations and Data Practices Advisory. After completing Part 2, please return the signed form by either:

Mailing a physical copy to
Coon Creek Watershed District
13632 Van Buren St NE
Ham Lake, MN 55304

OR

Scanning or photographing a copy and
emailing it to info@cooncreekwd.org with
"CAC Member Application" in the email subject
line



Citizen Advisory Committee Member Application Part 2

Member Expectations

This is a volunteer position with no reimbursement, except possibly for conference attendance.

The Coon Creek Watershed District (CCWD) expects CAC members to:

- Attend a new member orientation
- Make a serious commitment to actively participate in CAC work
- Notify the staff liaison if unable to attend meetings
- Prepare for meetings and reviews
- Become familiar with the CCWD Mission and CAC role
- Understand the roles and relationships of the CAC and the CCWD staff and Board of Managers
- Get to know other CAC members to build a working relationship
- Reflect the perspectives of the watershed's diverse constituency in discussions and decision-making
- Serve the CCWD in a professional and non-partisan manner
- Support the majority decision on issues decided by the CAC and the CCWD Board of Managers at meetings and when representing CCWD at other forums, even if personal opinions are different
- Refrain from making public comments and statements that would misrepresent or negatively represent the CCWD, its decisions or policies including written or verbal comments to the media, on blogs, websites, or other forums where it is foreseeable that the comments will become known to the public

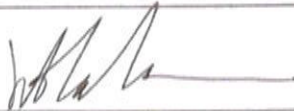
Data Practices Advisory

The following information requested above is classified as private data under the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13 (MGDPA): your address, telephone numbers, and email address. Other information you provide in response to questions asked will be public data and so your responses should be limited to your education, training, employment, volunteer work, and any other aspects of your background and interests you do not consider to be private. If you are appointed to the Citizen Advisory Committee your address, telephone numbers, and email address will become public data.

Private data are data that generally may not be released to the public. The information classified as private data is requested so that the appointing authority can confirm your eligibility to serve on the Citizen Advisory Committee and contact you about your application. You are not legally required to provide this information; however, if you don't do so, the appointing authority may not be able to confirm your eligibility or communicate with you in a timely way.

The private data will be maintained by the Coon Creek Watershed District in accordance with the MGDPA and will be accessible to those within the Coon Creek Watershed District who reasonably require access in order to administer the appointment process.

I certify that the information on this application is correct and that I understand the Expectations and Data Practices Advisory listed above:

	7/13/26
Signature	Date

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: August 24, 2026
AGENDA NUMBER: 11
ITEM: Grant Agreement with BWSR for Blaine Parks WQ Improvements

AGENDA: Policy

ACTION REQUESTED

Execute grant agreement with BWSR for Blaine Parks Targeted WQ Improvements Phase 1

PURPOSE & SCOPE OF THE ITEM

To enter into the attached agreement with the MN Board of Water and Soil Resources (BWSR) for a \$500,000 Clean Water Fund grant to implement the Blaine Parks Targeted WQ Improvements Phase I project.

BACKGROUND

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

In 2026, the District was awarded a Clean Water Fund Projects and Practices grant in the amount of \$500,000 for the Blaine Parks Targeted WQ Improvements Phase I project (Project). This Project, a regional stormwater pond in Happy Acres Park, will directly reduce the TSS and TP loading to Sand Creek and thus make progress towards achieving required TMDL Wasteload Allocations. Regulated urban stormwater runoff was identified as a primary source of both TSS and TP for Sand Creek, especially in areas developed prior to stormwater regulations such as the lower Ditch 60 subwatershed where the Project is located. This Project would provide treatment for a 56-acre catchment that presently has no stormwater treatment.

COORDINATION

As part of the Ditch 60 subwatershed planning process, District staff worked with staff from the City of Blaine, City of Coon Rapids, City of Ham Lake, and the Anoka County Highway Department to develop an implementation plan to meet joint water management goals including TMDL pollutant load reductions. Construction of this Project was one of the top-ranking cost-effective projects identified. District staff met with City of Blaine Parks staff who are agreeable to the Project in this location. This Project Site was included on the 2026 Board Tour. A request was made for all contributing MS4s who are jointly responsible for Sand Creek's TMDL WLAs to budget local cost share funds

towards this Project in 2027. The District and Landowner, City of Blaine, will enter into a Joint Powers Agreement to formally outline responsibilities and provide the necessary assurances to BWSR prior to expending any grant funds.

ISSUES/CONCERNS

Funding: The grant agreement requires a minimum of 10% local match or \$50,000. The estimated maximum total Project cost is \$1,100,000. The proposed 2027 CCWD budget includes \$294,500 in local match towards the Project, exceeding required match totals.

Public communication: A dedicated project webpage will be created and hosted on the District website to provide project background and updates. A public informational meeting will be held prior to construction. The project will be constructed wholly on city-owned property, but there are residential lots adjacent to the proposed project extent that will be contacted directly early in the planning phase.

IMPLICATIONS

Executing this agreement will require the District to provide a minimum of \$50,000 in local match funds; these funds are already included in the proposed 2027 budget.

PRIOR DECISIONS

March 9, 2026: Authorization of staff to apply for FY27 BWSR Clean Water Fund Projects and Practices Competitive Grant Funding

OPTIONS

1. Execute grant agreement with BWSR
2. Table action until next meeting with statement of reason and need

CONCLUSIONS

Executing the attached grant agreement for implementation of the Blaine Parks Targeted WQ Improvements Phase I project allows local funds to be leveraged with state grant funds to achieve required pollutant reductions for Sand Creek.

RECOMMENDATION

Execute grant agreement with BWSR for Blaine Parks Targeted WQ Improvements Phase 1

ACTION/IMPLEMENTATION STEPS

Board President Hafner to sign attached grant agreement via DocuSign



FY 2027 STATE OF MINNESOTA
BOARD OF WATER and SOIL RESOURCES
CLEAN WATER FUND COMPETITIVE GRANT PROGRAM
PROJECTS AND PRACTICES & PROJECTS AND PRACTICES DRINKING WATER
GRANT AGREEMENT

Vendor:	0000898751
PO#:	3000020735

This Grant Agreement is between the State of Minnesota, acting through its Board of Water and Soil Resources (Board) and Coon Creek WD, 13632 Van Buren St NE, Ham Lake MN 55304 (Grantee).

Grant ID	Grant Title	Awarded Amt
C27-0008	Blaine Parks Targeted WQ improvements Phase 1	\$500,000.00

Total Grant Awarded: \$500,000.00

Recitals

1. The Laws of Minnesota 2025, Chapter 36, Article 2, Section 6 (b), The Laws of Minnesota 2013, Chapter 137, Article 2, section 7, paragraph (b), and The Laws of Minnesota 2015, Chapter 2, Article 2, section 7, paragraph (b) appropriated funds to the Board for the FY 2027 Projects and Practices, and Projects and Practices Drinking Water grants.
2. The Board adopted Board Order #26-05 to authorize and allocate funds for the FY 27 Projects and Practices, and Projects and Practices Drinking Water grants.
3. The Grantee has submitted a Board approved work plan for this Program, referenced in 2.1.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the satisfaction of the Board.

Authorized Representative

The State's Authorized Representative is Adam Beilke, Land and Water Programs Supervisor, BWSR, 2118 Campus Drive SE, Suite 100, Rochester, MN 55904, (507) 766-9820, or his successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services and performance provided under this Grant Agreement.

The Grantee's Authorized Representative is:

TITLE
ADDRESS
CITY
TELEPHONE NUMBER

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the Board.

Grant Agreement

1. Terms of the Grant Agreement.

- 1.1. **Effective date:** The date the Board obtains all required signatures under Minn. Stat. § 16B.98, Subd. 5. **The Board will notify the Grantee when this Grant Agreement has been executed. The Grantee must not begin work under this Grant Agreement until it is executed.**
- 1.2. **Expiration date:** December 31, 2029 or until all obligations have been satisfactorily fulfilled, whichever comes first.
- 1.3. **Survival of Terms:** The following clauses survive the expiration date or cancellation of this Grant Agreement: 9. Liability; 10. State Audits; 11. Government Data Practices; 14. Governing Law, Jurisdiction, and Venue; 16. Data Disclosure; and 19. Intellectual Property Rights.

2. Grantee's Duties.

The Grantee will comply with required grants management policies and procedures set forth through Minn. Stat. § 16B.97, Subd. 4(a)(1). The Grantee is responsible for the specific duties for the Program as follows:

- 2.1. **Implementation:** The Grantee will implement their Board approved work plan. The work plan will be implemented according to the Program Requirements outlined in Exhibit A, which is attached and incorporated into this Grant Agreement.
- 2.2. **Reporting:** All data and information provided in a Grantee's report shall be considered public.
 - 2.2.1. The Grantee will submit an annual progress report to the Board by February 1 of each year on the status of Program implementation by the Grantee. Information provided must conform to the requirements and formats set by the Board.
 - 2.2.2. All individual grants over \$500,000 require a reporting expenditure by July 15 of each year.
 - 2.2.3. Final Progress Report: The Grantee will submit a final progress report to the Board by February 1, 2030, or within 30 days of grant agreement expiration as described in 1.2, whichever occurs sooner. Information provided must conform to the requirements and formats set by the Board.
 - 2.2.4. The Grantee will prominently display on its website the Clean Water Legacy Logo and a link to the Legislative Coordinating Commission website.
- 2.3. **Match:** The Grantee will provide minimum match required by Exhibit A.
- 2.4. **Website:** The Grantee must clearly post on the Grantee's website the names of, and contact information for, the Grantee's leadership and the employee or other person who directly manages and oversees this Grant Contract Agreement on behalf of the Grantee.

3. Time.

The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. Terms of Payment.

- 4.1. Funds will be distributed in three installments per grant: 1) The first payment of 50% will be distributed after the execution of the Grant Agreement. 2) The second payment of 40% will be distributed after the first payment of 50% has been expended and reporting requirements have been met. 3) The third payment of 10% will be distributed after the grant amount has been fully expended and reporting requirements are met.
- 4.2. Grantees may be required to submit documentation of expenditures reported.
- 4.3. All costs must be incurred within the grant period. All incurred costs should be calculated or determined before the final report is completed or returning funds.
- 4.4. Unspent grant funds must be returned within 30 days of the expiration date of the Grant Agreement.
- 4.5. Once final reporting has been completed funds may not be re-requested as funds may not be available.
- 4.6. The obligation of the State under this Grant Agreement will not exceed the amount listed above.
- 4.7. This Grant Agreement includes advance payment. Advance payments allow the grantee to have adequate operating capital for start-up costs, ensure their financial commitment to landowners and contractors, and to better schedule work into the future.

5. Conditions of Payment.

All services provided by the Grantee under this Grant Agreement must be performed to the Board's satisfaction, as set forth in this Grant Agreement. Compliance will be determined at the sole discretion of the Board's Authorized Representative and in accordance with all applicable federal, State, Board, and local laws, policies, procedures, ordinances, rules, and regulations. The Grantee will not receive payment, may be required to repay grant funds, or may have future payments withheld if work is found by the Board to be unsatisfactory or performed in violation of federal, State, or local law. Costs charged to the grant must be direct and necessary to produce the outcomes funded by the grant. Charges to the grant must be itemized and documented. Grantee administrative costs must be necessary and reasonable. Grantee is required to account for staff time charged to BWSR grants in order to track the expenditure of grant funds and match to ensure the use of the funds is consistent with applicable State and BWSR requirements.

6. Contracting and Bidding Requirements.

- 6.1. **Municipalities**, as defined in [Subd. 1](#) of Minnesota Statutes § 471.345, are required to comply with [Minnesota Statutes § 471.345, Uniform Municipal Contracting Law](#) and the following sub-clauses:
 - 6.1.1. The Grantee and any subrecipients must comply with prevailing wage rules per [Minnesota Statutes §§ 177.41 through 177.50](#), as applicable.

- 6.1.2. The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government: [Suspended and Debarred Vendors, Minnesota Office of State Procurement.](#)
 - 6.1.3. The Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.
 - 6.2. **Non-governmental organizations**, those that do not meet the definition of municipality in 6.1, are required to comply with the contracting and bidding requirements in the following sub-clauses:
 - 6.2.1. Any services and/or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.
 - 6.2.2. Services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three (3) verbal quotes or bids or awarded to a targeted vendor.
 - 6.2.3. Services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two (2) verbal quotes or bids or awarded to a targeted vendor.
 - 6.2.4. The Grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:
 - 6.2.4.1. [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
 - 6.2.4.2. [Metropolitan Council Underutilized Business Program](#)
 - 6.2.4.3. Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: [Central Certification Directory](#)
 - 6.2.5. The Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.
 - 6.2.6. The Grantee must maintain support documentation of the purchasing or bidding process used to contract services in their financial records, including support documentation justifying a single source bid, if applicable.
 - 6.2.7. Notwithstanding 6.2.1. – 6.2.4. above, the State may waive bidding process requirements when:
 - 6.2.7.1. Vendors included in response to competitive grant request for proposal process were approved and incorporated as an approved work plan for the grant; or
 - 6.2.7.2. It is determined there is only one reasonably able and available source for such materials or services and that grantee has established a fair and reasonable price.
 - 6.2.8. The Grantee and any subrecipients must comply with prevailing wage rules per [Minnesota Statutes §§ 177.41 through 177.50](#), as applicable.
 - 6.2.9. The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government: [Suspended and Debarred Vendors, Minnesota Office of State Procurement.](#)
7. **Assignment, Amendments, Work Plan Revisions, Waiver, and Contract Complete.**
 - 7.1. **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the Board and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.
 - 7.2. **Amendments and Work Plan Revisions.** Any amendments to this Grant Agreement must be in writing and will not be effective until approved and executed by the same parties who approved and executed the original Grant Agreement, or their successors in office. Amendments must be executed prior to the expiration of the original Grant Agreement or any amendments thereto. All work plan revisions must be documented. The Board reserves the right to require a work plan revision or grant agreement amendment for changes in the scope of the grant.
 - 7.3. **Waiver.** If the Board fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.
 - 7.4. **Contract Complete.** This Grant Contract Agreement contains all negotiations and agreements between the Board and the Grantee. No other understanding regarding this Grant Contract Agreement, whether written or oral, may be used to bind either party.
8. **Subcontracting and Subcontract Payment.**
 - 8.1. A subrecipient is a person or entity that has been awarded a portion of the work authorized by this Grant Contract Agreement by Grantee. The Grantee must document any subaward through a formal legal agreement. The Grantee must provide timely notice to the State of any subrecipient(s) prior to the subrecipient(s) performing work under this Grant Contract Agreement.
 - 8.2. Activities identified in the sub-agreement must fit within the scope of the agreement between the Board and the recipient and include shared responsibilities for liability, fund distribution, implementation, and reporting.

- 8.3. The Grantee must monitor the activities of the subrecipient(s) to ensure the subaward is used for authorized purposes; is in compliance with the terms and conditions of the subaward, [Minnesota Statutes § 16B.97, Subd.4 \(a\) \(1\)](#) and other relevant statutes and regulations; and that subaward performance goals are achieved.
- 8.4. During this Grant Contract Agreement, if a subrecipient is determined to be performing unsatisfactorily by the State's Authorized Representative, the Grantee will receive written notification that the subrecipient can no longer be used for this Grant Contract Agreement.
- 8.5. No sub-agreement shall serve to terminate or in any way affect the primary legal responsibility of the Grantee for timely and satisfactory performances of the obligations contemplated by the Grant Contract Agreement.
- 8.6. The Grantee must pay any subrecipient in accordance with [Minnesota Statutes § 16A.1245](#).
- 8.7. The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government.

9. Liability.

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.

10. State Audits.

Under Minn. Stat. § 16B.98, Subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Agreement or transaction are subject to examination by the Board and/or the State Auditor, the Attorney General, or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

10.1. The books, records, documents, accounting procedures and practices of the Grantee and its designated local units of government and contractors relevant to this grant, may be examined at any time by the Board or Board's designee and are subject to verification. The Grantee or delegated local unit of government will maintain records relating to the receipt and expenditure of grant funds.

11. Government Data Practices.

The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this Grant Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

12. Workers' Compensation.

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

13. Publicity and Endorsement.

13.1. **Publicity.** Any publicity regarding the subject matter of this Grant Agreement must identify the Board as the sponsoring agency. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the Program, publications, or services provided resulting from this Grant Agreement.

13.2. **Endorsement.** The Grantee must not claim that the State endorses its products or services.

14. Governing Law, Jurisdiction, and Venue.

Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this Grant Agreement, or its breach, must be in the appropriate State or federal court with competent jurisdiction in Ramsey County, Minnesota.

15. Termination.

15.1. The Board may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

- 15.2. The Board may immediately terminate this Grant Agreement if the Board finds that there has been a failure to comply with the provisions of this Grant Agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The Board may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
- 15.3. The Commissioner of Administration may immediately and unilaterally terminate this Grant Contract Agreement if further performance under the agreement would not serve agency purposes or performance under the Grant Contract Agreement is not in the best interest of the State.
- 15.4. The Board may immediately terminate this Grant Contract Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services addressed within this Grant Contract Agreement. Termination must be by written notice to the Grantee. The Board is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that dedicated funds are available.
- In the event of temporary lack of funding or appropriation, the Board may pause its obligations under this Grant Contract Agreement without terminating it. This pause will be for the duration of the lack of funding or appropriation and shall not be considered a termination of the Grant Contract Agreement. The Grantee will be notified in writing of the temporary pause, and the Grantee's ability to provide services may be temporarily suspended during this period. The Board will provide reasonable notice to the Grantee of the lack of funding or appropriation and shall notify the Grantee once funding is restored or appropriated, at which point the provision of services under the Grant Contract Agreement may resume. The Board will not be assessed any penalty if the Grant Contract Agreement is terminated due to insufficient funding. The Board must provide the Grantee notice of the lack of funding within a reasonable time of the Board's receiving notice.

16. Data Disclosure.

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and State tax agencies and State personnel involved in the payment of State obligations. These identification numbers may be used in the enforcement of federal and State tax laws which could result in action requiring the Grantee to file State tax returns and pay delinquent State tax liabilities, if any.

17. Constitutional and Statutory Compliance.

It is the responsibility of the Grantee to comply with requirements of the Minnesota Constitution and state statute regarding the use of Clean Water Funds to supplement traditional sources of funding. Grantee must meet Clean Water Fund expenditure and accountability requirements as defined in [Subd.4 of Minnesota Statute § 114D.50](#).

18. Signage.

It is the responsibility of the Grantee to comply with requirements for project signage as provided in Minnesota Laws 2010, Chapter 361, Article 3, Section 5(b) for Clean Water Fund projects.

19. Intellectual Property Rights.

The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this grant*. Works means all inventions, improvements, discoveries, (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant. Work includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents or subcontractors, in the performance of this grant. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant at the State's request. To the extent possible, those Works eligible for copyright protection under the United State Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

***IN WITNESS WHEREOF**, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.*

Approved:

Coon Creek WD

Board of Water and Soil Resources

By: _____

(signature)

By: _____

(signature)

Title: _____

Title: _____

Date: _____

Date: _____

By signing this agreement, signer represents they have legal authority to commit the grantee to the terms of this agreement.

Grant Program Requirements**FY27 Clean Water Fund Projects and Practices/Drinking Water Projects and Practices Grant Program****1. Match**

A non-state match equal to at least 10% of the amount of the grant received is required. The anticipated source(s) for the match shall be identified in the grant work plan. Match can be provided by a landowner, authorized agent, private organization, local government or other non-state source and can be in the form of cash or the cash value of services or materials contributed to the accomplishment of grant objectives. Activities listed as ineligible under the Activity Eligibility section below may not be counted towards match, except land acquisition and easement costs which can count toward the required match if directly associated with the project and incurred within the grant period. State funded loans repaid with non-state funds may be used for the match. Funds used for match for this program cannot be used as match for any other state grant program.

2. Grant Work Plan

A work plan shall be developed in eLINK and must be approved before execution of the grant agreement. The work plan shall reflect each eligible activity that will be implemented, a description of the anticipated activity outcomes or accomplishments, and grant funding amounts to accomplish each of the activities.

3. Activity Eligibility

Consistent with the Clean Water Legacy Act (Minnesota Statutes 114D), the primary purpose of grant activities must be to restore, protect, and enhance water quality in lakes, rivers and streams and to protect groundwater and drinking water sources from degradation.

Eligible activities must be consistent with a watershed management plan, comprehensive watershed management plan, county comprehensive local water management plan, soil and water conservation district comprehensive plan, metropolitan local water plan or metropolitan groundwater plan that has been State approved and locally adopted or an approved total maximum daily load study (TMDL), watershed restoration and protection strategy (WRAPS) document, groundwater restoration and protection strategy (GRAPS) document, surface water intake plan, or wellhead protection plan. Local governments may include programs and projects in their grant work plan that are derived from an eligible plan of another local government.

I. General**A. Eligible**

1. Project support to advance project implementation such as administrative, technical and engineering expenses, design and cost estimates, site investigations and assessments, construction or installation supervision, and inspections.
2. Equipment necessary for the implementation of water quality practices and programs consistent with the purposes of these funds.
3. Targeted public participation and engagement and other activities directly necessary for the implementation of water quality practices and programs.
4. Grant administration, management, and reporting activities that are directly related to and necessary for implementing the project(s) or activity(ies) associated with the grant.

B. Ineligible

1. Incentive payments.
2. Activities that meet minimum requirements of law or permit including but not limited to: Buffer Law, Drainage Law, Shoreland Law, Wetland Conservation Act, Groundwater Protection Rule, NPDES Construction Stormwater Permit except subsurface sewage treatment systems and feedlots as described below.

3. Development and delivery of educational activities and curriculum that do not support or lead to the implementation of water quality practices.
4. Routine maintenance activities or repair of best management practices, capital equipment and infrastructure within the effective life of existing practices or projects.

II. *Structural and Non-Structural Practices and Activities*

A. Eligible

1. Structural and non-structural practices and activities that supplement or exceed current minimum state standards or procedures for protection, enhancement, and restoration of water quality in lakes, rivers, and streams and to protect groundwater and drinking water sources from degradation.

B. Ineligible

1. Activities that outlet landlocked basins.
2. Stormwater conveyances that collect and move runoff, but do not provide water quality treatment benefit.
3. Replacement, realignment or creation of bridges, trails or roads.

C. Requires Additional BWSR Approval

1. The BWSR grant manager, in consultation with regional managers, must approve the use of grant funds to provide financial assistance for a duration longer than three years for non-structural land management practices prior to work plan approval.

III. *Easements and Fee Title Acquisition*

A. Eligible

1. Easement and fee title land acquisition costs can count toward the required match if directly associated with the project and incurred within the grant period.

IV. *In-Lake or In-Channel Treatment*

A. Eligible

1. Management practices such as carp and goldfish management, lake drawdown, and alum treatments that have been identified as an implementation activity in a TMDL study or watershed restoration and protection strategies report and/or in a comprehensive watershed management plan or metro watershed management plan.

B. Ineligible

1. Water treatment activities with unknown long-term benefits, water quality outcomes, ecological impacts, or effective life including but not limited to harvesting or chemical treatment of aquatic plants, lanthanum, or nanobubble technology.
2. All subsequent applications and treatments after the initial design and implementation. These are considered operation and maintenance expenses and are a project sponsor responsibility.

V. *Feedlots*

A. Eligible

1. Eligible practices are limited to: livestock management facilities that were initially registered before January 1, 2005; and livestock operations registered with the Minnesota Pollution Control Agency Database or its equivalent, not classified as a Concentrated Animal Feeding Operation (CAFO), and facilities that are not expanding beyond the current number of registered animal units in accordance with Minnesota Rules Chapter 7020. BWSR reserves the right to deny, postpone or cancel funding where financial penalties related to violations have been imposed on the operator.

B. Additional considerations:

1. Funded projects must comply with standards in MN Rules Chapter 7020 upon completion (i.e., no partial fixes allowed).

2. Eligible practices are limited to best management practices listed by the Minnesota NRCS or other applicable standards as certified by a professional engineer.
3. Practices and project components must meet all applicable local, state, Tribal, and federal standards and permitting requirements.
4. Feedlot roof structures are eligible up to \$100,000 per project with state grant funds and not to exceed 100% of construction costs.
5. Feedlot relocations are eligible, up to \$100,000 per project with state grant funds and not to exceed 100% of the construction costs. The existing eligible feedlot must be permanently closed in accordance with local and state requirements. The existing and relocated livestock waste management systems sites are considered one project for grant funding.

C. Ineligible

1. Slats placed on top of manure storage structures.

VI. *Subsurface Sewage Treatment Systems*

A. Eligible

1. Replacing systems on homesteaded properties identified as an imminent threat to public health or safety or systems that are failing to protect groundwater. Landowners must meet low-income thresholds established by the grant recipient according to USDA Rural Development or similar published criteria.
2. Costs associated with connecting a home into a sewer line that goes to a municipal or community wastewater treatment plant if the criteria in A1 (above) is met.

B. Ineligible

1. Systems regulated by National Pollution Discharge Elimination System or State Disposal System permits (treated surface discharge or systems discharging over 10,000 gallons per day).

C. Requires Additional BWSR Review

1. Community wastewater treatment solutions involving multiple landowners are eligible for funding if they are listed on the MPCA's Project Priority List (PPL) and have a Community Assessment Report (CAR) or facilities plan (Minn. Rule 7077.0272).

VII. *Drainage Systems and Drainage Management*

A. Eligible

1. Funds can be used as an external source of funding for Minnesota Statutes §103E.011 Subd. 5 to facilitate multi-purpose drainage management practices with a primary purpose of improving water quality by reducing erosion and sedimentation or excess nutrient delivery and which may provide secondary benefits of reducing peak flows and flooding while protecting drainage system efficiency and reducing drainage system maintenance.

B. Ineligible

1. Drain tile, except for tile outlets required for water and sediment control basins, tile required to make eligible drainage water management practices function, tile required to collect and move runoff to a treatment system, and dense pattern tile to replace open tile inlet(s).
2. Ditching except if needed for the creation of a storage and treatment wetland restoration.
3. Back-flow preventing flap gates on side inlet structure pipes where a system-wide analysis has not been completed.
4. Continuous berms greater than an average of 3 feet high (above existing ground) along Minnesota Statutes 103E drainage ditches.
5. Components or activities otherwise required by Minnesota Statutes 103E Drainage Law.

VIII. *Water Monitoring and Conservation*

A. Ineligible

1. Water quality monitoring including such as, but not limited to, routine, baseline, diagnostic, long-term trend, or effectiveness monitoring. This includes both surface and groundwater monitoring activities.
2. Municipal drinking water supply facilities or individual drinking water treatment systems.
3. Household water conservation appliances and water fixtures.

IX. *Drinking Water (Drinking Water Projects and Practices Grants only)*

A. Eligible

1. Private well testing and cost of lab analysis for the following contaminants: coliform bacteria, nitrate, arsenic, lead and manganese via clinics/events/in office for the purpose of well user awareness of their drinking water quality.

B. Ineligible

1. Projects that are not primarily focused on protecting the drinking water source of concern or minimizing the contaminant sources/risks impacting the drinking water source of concern.
2. Streambank restoration and stabilization projects.
3. Wells that must be sealed as part of state or local enforcement of State Well Code requirements. Consultation with MDH staff (<https://www.health.state.mn.us/communities/environment/water/docs/swpstaffmap.pdf>) is strongly advised if uncertain of the regulatory status.

X. Conditions that apply to all structural and non-structural activities

Effective Life: All structural practices must be designed and maintained for a minimum effective life of ten years for best management practices and 25 years for capital improvement practices. The beginning date for a practice's effective life is the same date final payment is approved and the project is considered complete. Where questions arise under this section, the effective lifespan of structural practices and projects shall be defined by current and acceptable design standards or criteria.

Financial assistance is limited to flat rate payments and percent-based payments. Flat rate financial assistance must be reasonable and justifiable, and supported by grant recipient policy (and sub-recipient policy, if applicable). Financial assistance for percent-based payments must not result in grantee financial assistance agreements paying greater than 100% of the cost of any activity. BWSR may review and/or advise the grantee regarding financial assistance rates.

4. Native Vegetation

Projects that involve vegetation restoration or establishment must use native vegetation and seed and plant sources consistent with BWSR's Native Vegetation Establishment and Enhancement Guidelines (found at <https://bwsr.state.mn.us/native-vegetation-guidelines>) with the exceptions listed below. Use of plant species on the Minnesota Noxious Weed List is prohibited for all projects. Non-native species used for projects must not pose a risk to native plant communities. The maximum distance for sources of herbaceous species seed and plants is 200 miles; and for tree and shrubs seed and plants the distance is 300 miles.

Exceptions:

- Non-native, non-invasive perennial crops, hay crops or forage crops may be used:
 - As part of a drinking water protection strategy in a vulnerable or highly vulnerable DWSMA as designated by the Department of Health or in a Township Well Testing high-priority area as determined by the Department of Agriculture;
 - In buffers, borders, grass waterways or other areas likely to be exposed to pesticides or part of agricultural production;
 - For soil stabilization, erosion prevention and carbon sequestration in an agricultural production setting;
 - On fields that will be hayed, grazed or harvested.

- For the exceptions above, if the project area is under 20 acres in size, the exception may be approved by local conservation staff. If the project area is 20 acres or larger, or for any exceptions not listed here, grantees must request approval from the BWSR Grant Manager.
- Cover crops used to improve soil health and/or water quality are allowed without a maximum acreage limit.
- Temporary cover is allowed without a maximum acreage limit when needed to stabilize project sites prior to the construction of structural conservation practices.
- Cultivars of native species may be used in urban stormwater plantings if they accomplish similar or greater ecological functions, help achieve aesthetic goals and do not pose an invasive or other environmental risk.

5. Allowable and Unallowable Costs

Allowable costs are those costs solely incurred through project activities that are directly related to and necessary for producing the project outcomes described in the work plan. Grantee is required to account for the staff time charged to BWSR grants in order to track the expenditure of grant funds and match to ensure the use of the funds is consistent with applicable State and BWSR requirements.

Unallowable costs include but are not limited to:

- Bad debts, monetary settlements and judgements, late payment fees, and investment management fees
- Donations, fundraising, sponsorships, and acknowledgements
- Entertainment, gifts, prizes, and decorations
- Alcohol
- Interest on loans not authorized under state statute
- Loans of BWSR grant funds
- Lobbying, lobbyists, and political contributions
- Merit awards and bonuses

6. Technical Quality Assurance

Practices and projects must meet the following requirements to ensure long-term public benefit:

- **Technical Assistance Provider.** The recipient must designate technical assistance provider(s) that have appropriate credentials for investigation, design, and construction.
- **Practice Standards.** Practices and projects must use appropriate standards for design, construction, effective life, operation, and maintenance.
- **Practice Certification.** Technical assistance provider(s) must certify that the practice or project was installed or constructed in accordance with the applicable plans and specifications, including approved modifications, prior to authorization for payment.
- **Operation and Maintenance.** Technical Assistance Provider(s) must prepare an operation and maintenance (O&M) plan specific to the site and practice(s) implemented.
- **Periodic Practice/Project Inspection.** Inspections shall confirm that the operation and maintenance plan is being followed and the project has not been altered or removed.

7. Projects and Practice Assurances

A written agreement is required to ensure program requirements are met when installing projects and practices or providing financial assistance to a landowner or authorized agent. Project and Practice Assurances must include technical and financial obligations and requirements for the installation, operation, and maintenance of the practice or project, including a plan for failures or noncompliance.

Funds repaid to a grantee from a landowner or authorized agent who has failed to maintain a practice for its effective life must be reallocated to a local cost share program or project account consistent with Minnesota Statutes Chapter 114D.50, less the administrative cost of the grantee.

8. Providing Financial Assistance

All BWSR funds used by a recipient to provide financial assistance to a landowner or authorized agent requires adequate project assurances.

Project Application and Agreements

Work completed prior to the signing of the agreement is not eligible.

Conservation Practice Contract Noncompliance

Failure to complete, maintain, or repair a conservation practice or unauthorized alteration is considered non-compliance with an executed conservation practice agreement. If the organization discovers noncompliance, they must take action to resolve and notify BWSR.

9. Grant Management and Reporting

Eligible activities include local grant administration, management, and reporting that are directly related to and necessary for implementing the project or activity associated with the grant. Grantee is required to report on the outcomes, activities, and accomplishments.



Grant Work Plan

Projects and Practices 2027

Grant Title: Blaine Parks Targeted WQ improvements Phase 1

Grant ID: C27-0008

Grantee: Coon Creek WD

Fiscal Agent: Coon Creek WD

Grant Day-to-Day Contact: Justine Dauphinais

Grant Award (\$): \$500,000.00

Required Match (%): 10

Required Match (\$): \$50,000.00

Grant Execution Date:

Grant End Date: 12/31/2029

	Total Budgeted	Total Spent	Balance Remaining*
Grant Funds	\$500,000.00	\$0.00	\$500,000.00
Match Funds	\$110,000.00	\$0.00	\$110,000.00
Other Funds	\$15,500.00	\$0.00	\$15,500.00
Total	\$625,500.00	\$0.00	\$625,500.00

*Grant balance remaining is the difference between the Awarded Amount and the Spent Amount. Other values compare budgeted and spent amounts.

Project Abstract	In partnership with City of Blaine, we propose to construct a new 0.5-0.9 ac storm pond within Happy Acres Park to treat urban stormwater draining from 56 acres of previously untreated residential land use. This will reduce TSS and TP loading to Sand Creek by at least 1.8 tons per year and 7.4 lbs per year, respectively. Sand Creek is impaired for both macroinvertebrates and fish due to excess sediment, phosphorus, and altered hydrology and habitat. This work builds upon related efforts over the past 20 years to install watershed treatment practices, restore in- and near-stream habitat, and to alleviate barriers to aquatic organism passage along Sand Creek. Considerable progress has been made reducing TP loading to Sand Creek, with just 16% (175 lbs) of the initial load reduction goal remaining to meet Clean Water Act standards after completion of active 2026 projects. Nine targeted projects within City of Blaine Parks, including the subject of this proposal, have been identified for phased implementation over the next 5-8 years to achieve the remaining nutrient reductions needed. The proposed project is a top-ranking project in the Ditch 60 subwatershed plan, a collaborative effort between CCWD, Blaine, Coon Rapids, and Anoka Co
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Proposed Measurable Outcomes	Highway Department to identify and pursue the most impactful and cost-effective capital improvement projects to meet joint TMDL goals.
	This project will reduce total suspended sediment loading by 1.8-2.7 tons/yr and total phosphorus loading by 7.4-11.3 lbs/yr, making progress towards meeting TMDL Wasteload Allocations for Sand Creek and downstream Coon Creek.

Budget Details

<i>Activity Name</i>	<i>Category</i>	<i>Source Type</i>	<i>Source Description</i>	<i>Budgeted</i>	<i>Spent</i>	<i>Balance Remaining</i>	<i>Match Fund?</i>
Administration/Coordination	Administration/Coordination	Local Fund	in-kind CCWD staff time	\$12,000.00		\$12,000.00	N
Public Engagement	Education/Information	Local Fund	in-kind CCWD staff time	\$3,500.00		\$3,500.00	N
Technical/Engineering Assistance	Technical/Engineering Assistance	Local Fund	CCWD cash match	\$60,000.00		\$60,000.00	Y
Construction	Urban Stormwater Management Practices	Local Fund	CCWD/Blaine Cash Match	\$50,000.00		\$50,000.00	Y
Construction	Urban Stormwater Management Practices	Current State Grant	Blaine Parks Targeted WQ improvements Phase 1	\$500,000.00		\$500,000.00	N

Indicator Summary

<i>Indicator Category</i>	<i>Proposed Indicator</i>	<i>Total Value</i>	<i>Unit</i>
Water Pollution (Reduction Estimates)	Phosphorus (Est. Reduction)	16.6	Lbs/Yr
Water Pollution (Reduction Estimates)	Sediment (Tss)	1.8	Tons/Yr

<i>Indicator Category</i>	<i>Final Indicator</i>	<i>Total Value</i>	<i>Unit</i>
Water Pollution (Reduction Estimates)	Phosphorus (Est. Reduction)	14.8	Lbs/Yr
Water Pollution (Reduction Estimates)	Sediment (Tss)	3.6	Tons/Yr

Grant Activities

Activity Name: Administration/Coordination

Activity Category: Administration/Coordination

Staff time?: Yes

Description: This activity includes project coordination meetings with partners, construction management support by CCWD, financial tracking, and all required grant reporting. This activity will be carried out by CCWD, in-kind (~\$12000).

Specifically, the CCWD Watershed Restoration & Protection Coordinator, David Petry, will be responsible for project management and construction oversight in conjunction with the Project Engineer (See Technical/Engineering Assistance Activity). Justine Dauphinais, CCWD Water Quality Coordinator, will be responsible for financial tracking and grant reporting with administrative oversight by CCWD Financial Management Coordinator. Prior to expending any grant funds, CCWD staff will execute a Joint Powers Agreement with the landowner (City of Blaine) that provides proper assurances for access, construction, and long-term operations & maintenance for the effective life of the practice, at least 25 years. This agreement will be submitted to BWSR for review and approval prior to execution (An example JPA from a past regional water quality improvement project in City of Blaine is attached for reference).

Milestones:

Annual Reporting in eLink by 2/1/2027

Project Kickoff meeting held by 8/31/2027

Annual Reporting in eLink by 2/1/2028

Landowner Agreement executed by 8/31/2028 (and before any grant funds are expended)

Annual Reporting in eLink by 2/1/2029

Final Reporting in eLink by 12/31/2029

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Local Fund	in-kind CCWD staff time	\$12,000.00		\$12,000.00		N

Activity Name: Construction

Activity Category: Urban Stormwater Management Practices

Staff time?: No

Description: This activity includes construction site preparation and maintenance, mobilization of equipment, installation of BMP* meeting stated water quality outcomes (Load reductions of least 1.8 tons TSS and 7.4 lbs TP per year to Sand Cr), and site restoration. All work will be completed by a qualified contractor selected using a competitive bidding process with oversight from District Engineer and CCWD staff. The project will be located on public parkland owned by City of Blaine. CCWD and/or City of Blaine will contribute a combined minimum of \$50,000 in local cash match towards construction. Construction could occur as early as 2027, but more likely in 2028-29.

*The top-ranking BMP to be pursued is excavation of a >0.5 acre (~3 ac-ft) pond in the northern portion Happy Acres Park, treating runoff from a 56-ac catchment which currently discharges to Ditch 60 (a major tributary to Sand Cr) untreated. If this proposed pond is deemed infeasible due to regulatory or site constraints, alternative designs or locations that result in equal or greater pollutant reductions to Sand Creek will be pursued including stormwater filtration in the southwestern portion of Happy Acres Park or nearby Hidden Pond Park or ponding within Little League Park (see attached Application image file).

Milestones:

Construction contractor awarded by 9/30/2028

Final completion by 9/30/2029

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Local Fund	CCWD/Blaine Cash Match	\$50,000.00		\$50,000.00		Y
Current State Grant	Blaine Parks Targeted WQ improvements Phase 1	\$500,000.00		\$500,000.00		N

Final Indicators

<u>Indicator</u>	<u>Total Value</u>	<u>Unit</u>
Phosphorus (Est. Reduction)	14.8	Lbs/Yr
Sediment (Tss)	3.6	Tons/Yr

Activity Action Name: Stormwater Treatment Practice Type: 155M - Storm Water Retention Basins TA Provider/JAA: Private Consultant Practice Description: Adding at least 3 ac-ft of additional wet pond storage capacity within Happy Acres Park via construction of new pond or existing pond expansion to increase pollutant settling and capture from untreated urban catchments				Activity Count: 0 Size/Units: Lifespan: 25 Years Install Date: Mapped: No
Indicator Name	Units	Value	Calculation Tool	Waterbody
Sediment (Tss)	Tons/Yr	1.8	P8 Urban Catchment Model	Coon Creek
Phosphorus (Est. Reduction)	Lbs/Yr	7.4	P8 Urban Catchment Model	Coon Creek
Sediment (Tss)	Tons/Yr	1.8	P8 Urban Catchment Model	Sand Creek
Phosphorus (Est. Reduction)	Lbs/Yr	7.4	P8 Urban Catchment Model	Sand Creek

Activity Name: Public Engagement

Activity Category: Education/Information

Staff time?: Yes

Description: Efforts will be made to engage the public throughout the entire project. Local stakeholders will be invited to participate in a public in-person or virtual open house to discuss local water quality impairments, the proposed BMP, and to gather feedback. Project updates will be published on a dedicated project CCWD webpage and through City of Blaine communication channels and/or on-site signage. Additionally, CCWD staff will host an interactive tour of the project to interested stakeholders. This activity will be carried out by CCWD staff, in-kind (~\$3500).

Milestones:

Project webpage launched by 8/31/27

Project open house held by 6/30/2028

Newsletter article, mailers, or on-site signage posted by 9/30/28

Project Tour event held by 11/1/2029

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Local Fund	in-kind CCWD staff time	\$3,500.00		\$3,500.00		N

Activity Name: Technical/Engineering Assistance

Activity Category: Technical/Engineering Assistance

Staff time?: No

Description: The District Engineer, currently Stantec, will provide technical and engineering assistance throughout the Project under the direction of CCWD staff. The District Engineer will develop and complete final design plans and specifications, secure necessary permits, implement the bidding process, and provide construction oversight (supervision and inspections) and final sign off on project completion by a licensed engineer. The District Engineer will adhere to recognized design standards for all constructed practices (MN Stormwater Manual). This activity will be funded by CCWD as cash match (~\$60,000 based on 10% of construction estimate for conceptual design).

Milestones:

Final Design and bid packet completed by 7/31/28

Engineer's sign off on final completion by 9/30/29

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Local Fund	CCWD cash match	\$60,000.00		\$60,000.00		Y

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: August 24, 2026
AGENDA NUMBER: 12
ITEM: Water Education Grant – Smart Salting

POLICY IMPACT: Policy
FISCAL IMPACT: Budgeted

REQUEST

Review Water Education grant application 26-02 and award grant of \$2,000 for the costs associated with hosting a county-wide Smart Salting Operator Training.

BACKGROUND

In fall of 2025 the Board budgeted \$4,000 for water education grants in 2026. In May of this year the Board approved Water Education Grant 26-01 to Springbrook Nature Center in the amount of \$1,000 for the costs associated with implementing a PreK-12 pond exploration program. The remaining fund balance for the 2026 Water Education Grant Program is \$3,000.

On August 19th, Rebecca Haug, Project Manager with Anoka County Department of Transportation, applied for a \$2,000 Water Education Grant to help cover the cost of hosting an MPCA Smart Salting training for operators within Anoka County.

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

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

This is the second Water Education Grant Application CCWD has received from Anoka County. Rebecca Haug applied for and received grant funds in 2025 for the same Smart Salting Training. The 2025 training was attended by 86 individuals representing Anoka County, local municipalities, and private operators.

ISSUES/CONCERNS:

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

RECOMMENDATION

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

Permit Application Review Report
Date: 8/19/2026**Board Meeting Date: 8/24/2026**
Agenda Item: 13Applicant/Landowner:

CenterPoint Energy
Attn: Olivia Meurette
505 Nicollet Mall
Minneapolis, MN 55402-1113

Project Name: Fields of Winslow Cove 5th (WO# 122349807)**Project PAN:** P-26-047**Project Purpose:** directional bore of utility line**Project Location:** N of intersection of Prairie Rd NW & 148th Ln NW, Andover @ CD 20**Site Size:** size of parcel - 0.0 acres; size of disturbed area - 0.7 acres; size of regulated impervious surface – 0 acres**Applicable District Rule(s):** Rule 2, Rule 4, Rule 7

Recommendation: Approve with 1 Condition and 1 Stipulation

Description: CenterPoint Energy is proposing the installation of approximately 9,000 square feet of utility line with a crossing of County Ditch 20 via directional bore. The project will disturb 0.74 acres and create no new impervious surface. The project area drains to County Ditch 20. The relevant water resource concerns are Soils & Erosion Control (District Rule 4) and Utility Crossing (District Rule 7). See attached Figure 1: Project Location and Figure 2: Site plan.

Conditions to be Met Before Permit Issuance:Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,800.00

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

1. Submittal of as-builts for utility crossing under all ditch crossings that shows 4-foot separation is maintained between the bottom of the ditch and top of the utility line.

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Project Narrative & Plan Set	CenterPoint Energy	undated	07/30/2026

Findings

Fees and Escrows (Rule 2.7): The applicant has submitted a \$2,500.00 review and inspection fee and deposit which corresponds with the sum of fees associated with the following rules. Rule 4.0 (\$1,500 for 0.7 acres of land disturbance proposed) and Rule 7.0 (\$1,000 for a watercourse crossing or alteration).

The applicant will be required to submit a performance escrow in the amount of \$2,800.00. This corresponds to \$4,000/acre of disturbance (0.7 acres of land disturbance proposed).

Stormwater Management (Rule 3.0): The proposed project does not create a cumulative total of 10,000 sf or more of new or fully reconstructed impervious surface, or 5,000 sf or more of new or fully reconstructed impervious surface for non-residential or multifamily residential within one mile of and draining to an impaired water. The proposed project is not a public linear project where the sum of the new and fully reconstructed impervious surface is equal to one or more acres. Stormwater Management standards do not apply.

Soils and Erosion Control (Rule 4.0)

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

The proposed project drains to County Ditch 20. The soils affected by the project include Rifle, Sartell and Lino and have a soil erodibility factor of 0.15 or greater. Disturbed areas are proposed to be stabilized within 24 hours, as required. The proposed erosion and sediment control plan includes perimeter control, inlet protection, and street sweeping. The erosion control plan meets District Requirements. The site does not require an NPDES permit. See attached Figure 2: Soils and Erosion Control Plan.

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)

Rule 7.0 applies to the proposed project because it includes land disturbing activities which involve a pipeline or utility crossing of a creek, public ditch, or major watercourse.

The regulated waterway is a Public Ditch - County Ditch 20. The proposed crossing involves replacement of a pipeline or utility. The top elevation of the pipeline or utility line must be placed at least 4 feet below the approved low elevation of the ditch or waterway. The approved elevation is 884.5 NAVD 88. The proposed top elevation of the pipeline or utility line is 879.5 NAVD 88, which is more than 4 feet below the approved low elevation of the waterway.

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 alteration, or Impaired Waters/waters exceeding state water quality standards. Rule 8.0 does not apply.

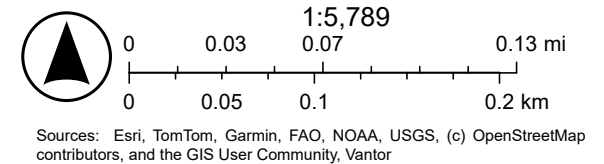
Variances (Rule 10.2)

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

Figure 1: Fields of Winslow Cove 5th (CenterPoint) Project Location



8/19/2026



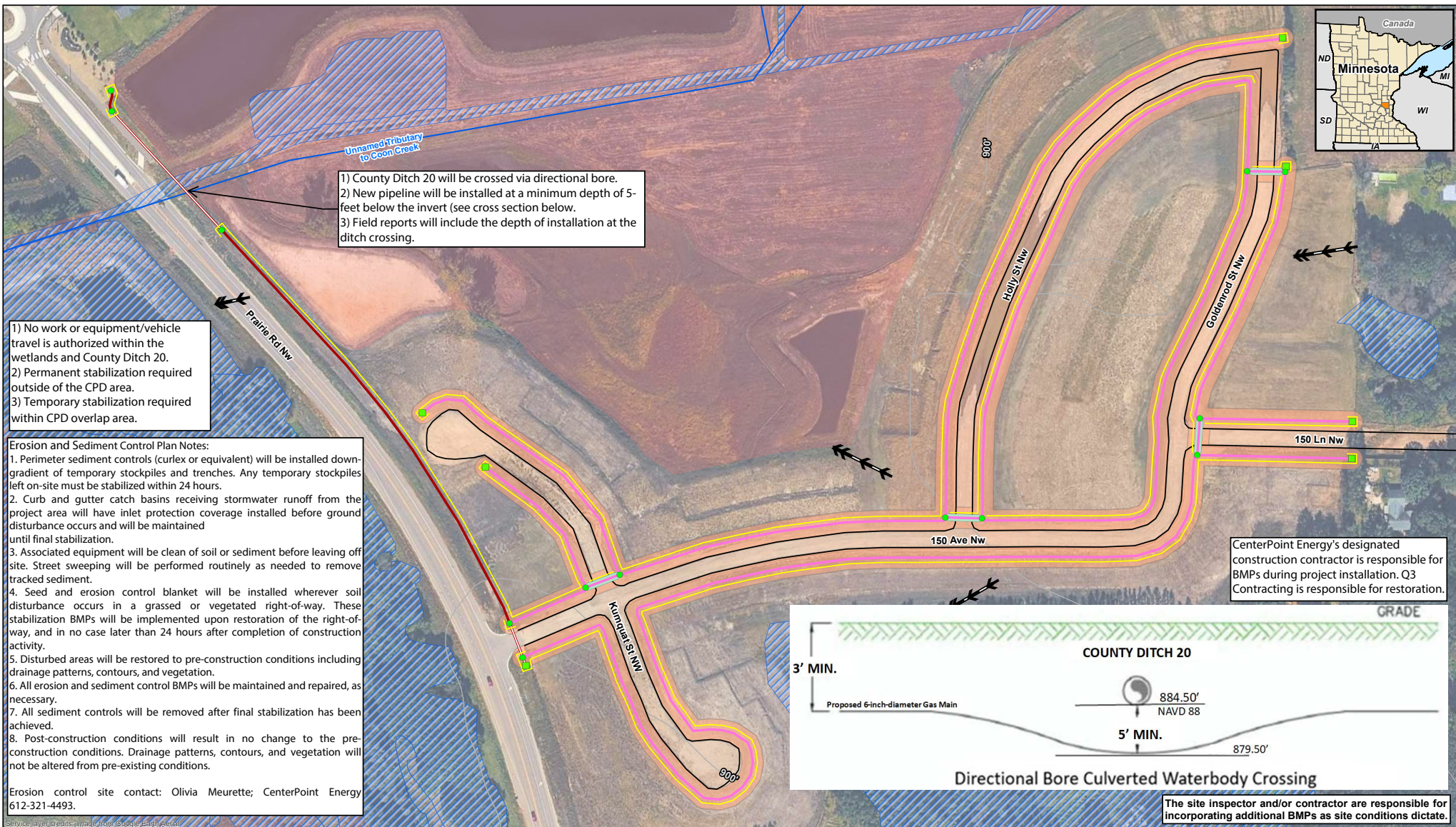


Figure 2: Site Plan
Fields of Winslow Cove 5th Project (WO# 122349807)
CenterPoint Energy
City of Andover, Anoka County, Minnesota

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: August 24, 2026
AGENDA NUMBER: 14
ITEM: Ditch 11 Inspection Report

AGENDA: Discussion
FISCAL IMPACT: Budgeted

REQUEST

Receive inspection report.

BACKGROUND

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

Ditch 11 is located in Ham Lake.
The channel is 5.34 miles (28,206 feet)
Drainage area is 6.17 square miles (3,951 acres)
0 Public Laterals

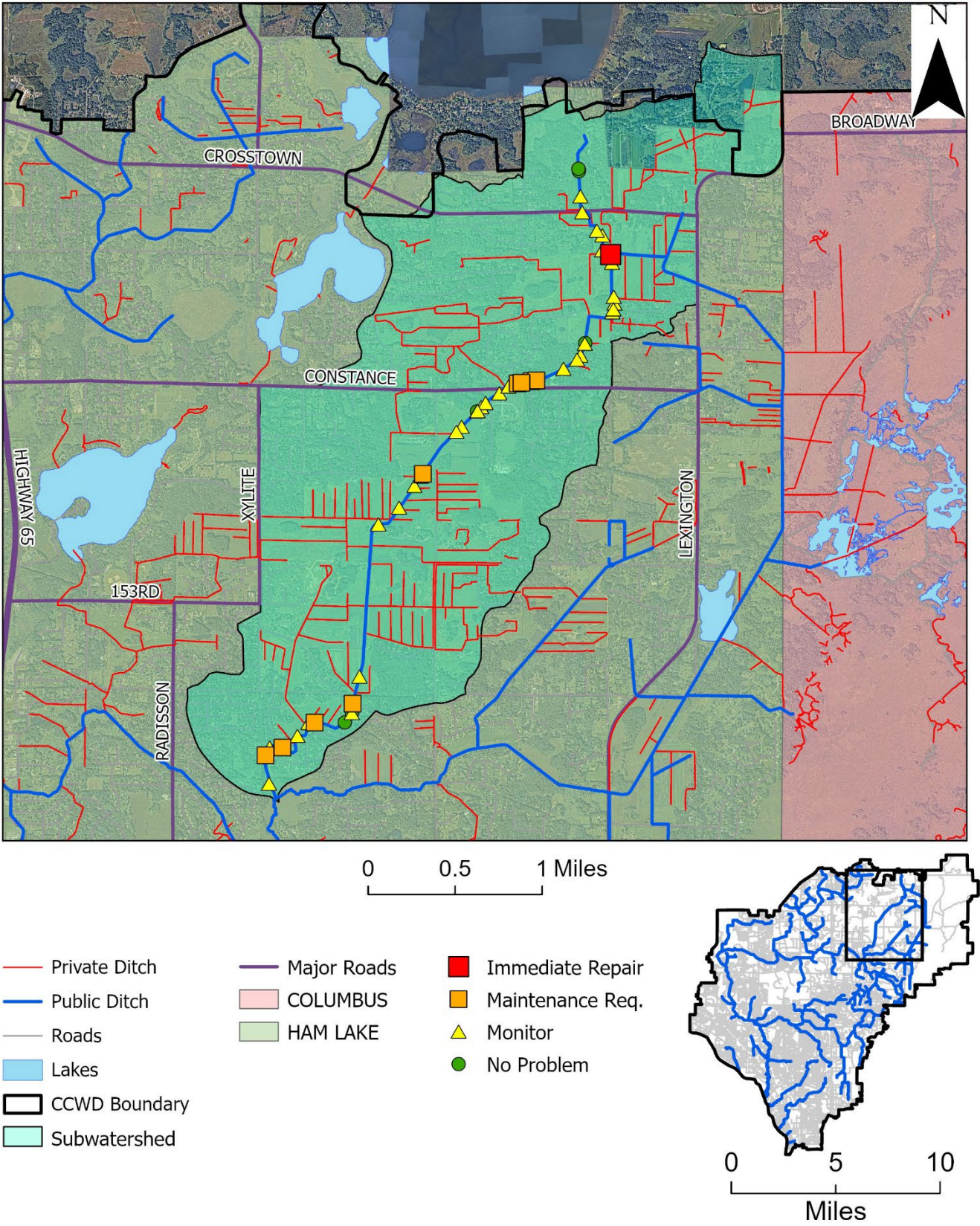
IDENTIFIED MAINTENANCE NEEDS

Need	Count	Cost Estimate	Immediate	Repair	Monitor
Obstruction	24	\$16,000	\$0	\$6,000	\$10,000
Ditch Repair	2	\$46,897	\$0	\$16,575	\$30,322
Bank Failure	11	\$182,650	\$0	\$0	\$182,650
Illicit Discharge	2	\$0	\$0	\$0	\$0
Beaver	2	\$0	\$0	\$0	\$0
Other	17	\$0	\$0	\$0	\$0
	58	\$245,547	\$0	\$22,575	\$222,972

RECOMMENDATION

1. Receive report.

Ditch 11 General



COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: August 24, 2026
AGENDA NUMBER: 15
ITEM: Ditch 17 Inspection Report

AGENDA: Discussion
FISCAL IMPACT: Budgeted

REQUEST

Receive inspection report.

BACKGROUND

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

Ditch 17 is located in Fridley, Coon Rapids, and Blaine.

The channel is 4.57 miles (24,119 feet)

Drainage area is 4.13 square miles (2,643 acres)

0 Public Laterals

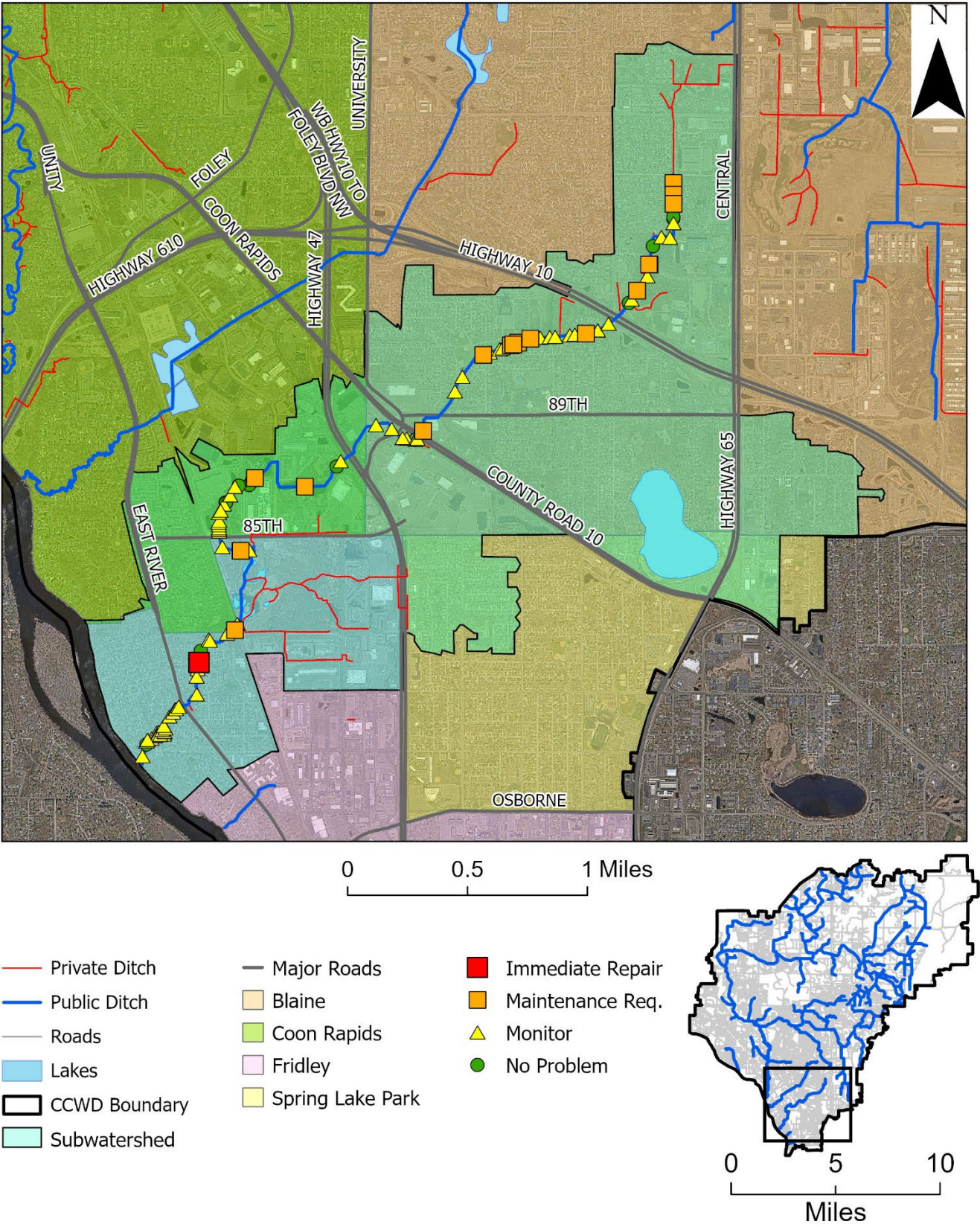
IDENTIFIED MAINTENANCE NEEDS

Need	Count	Cost Estimate	Immediate	Repair	Monitor
Obstruction	37	\$40,000	\$0	\$10,000	\$30,000
Ditch Repair	3	\$13,937	\$0	\$0	\$13,937
Bank Failure	30	\$216,600	\$0	\$0	\$216,600
Illicit Discharge	13	\$0	\$0	\$0	\$0
Beaver	0	\$0	\$0	\$0	\$0
Other	31	\$0	\$0	\$0	\$0
	114	\$270,537	\$0	\$10,000	\$260,537

RECOMMENDATION

1. Receive report.

Ditch 17 General



COON CREEK WATERSHED DISTRICT

MEETING DATE: August 24, 2026
AGENDA NUMBER: 16
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. (*Viewed at March 23, 2026 Board meeting*)

[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. (*Viewed at May 26, 2026 Board meeting*)

[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.