

BOARD MEETING AGENDA

Board Room
Coon Creek Watershed District Offices
Monday, October 12, 2026
5:30 p.m.

Board of Managers:

Jim Hafner, President; Jason Lund, Vice President; Mary Campbell, Treasurer; Dwight McCullough, Member at Large; Nathaniel Schneider.

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. Announcements
4. 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.

5. Approval of Minutes
6. Receive Administrator's Report
7. Advisory Committee Report
8. Bills/Accounts Payable

POLICY ITEMS

9. Award Work Office Rear Parking
10. Award Work Economic Analysis

PERMIT ITEMS**DISCUSSION ITEMS**

11. District Rule Update
12. Watershed Management Videos

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, September 28, 2026, at the Coon Creek Watershed District Office.

1. Call to Order

The meeting was called to order at 5:30 PM

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

Board Member Absent: Jason Lund

Staff Present: Jon Janke, Justine Dauphinais, Corinne Elfelt, Hattie Hillukka and Michelle Ulrich

Zoom Attendees: Tyler Thompson

2. Approval of the Agenda

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

3. Announcements

No Announcements

4. Open Mic/Public Comment

No one was present for comment

CONSENT ITEMS

5. Approval of Minutes September 14, 2026

6. Bills/Accounts Payable

Claims totaling \$235,226.49 on the following disbursement list will be issued and released upon Board approval.

Vendor	Amount
V0025--CITY OF BLAINE	8,910.00
V0026--CITY OF COON RAPIDS	5,220.00
V0071--SUNRAM CONSTRUCTION INC	38,495.55
V0096--RANDY WESP EXCAVATING LLC	1,100.00
V0110--RESPEC COMPANY LLC	8,537.50
V0138--RMB ENVIRONMENTAL LABORATORIES INC	1,715.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	152.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	228.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	228.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	152.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	195.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	1,715.00
V0195--STANTEC CONSULTING SERVICES INC	21,325.50
V0195--STANTEC CONSULTING SERVICES INC	67,145.00
V0195--STANTEC CONSULTING SERVICES INC	12,101.00
V0221--ABDO LLP	18,130.52
V0348--BLUE CROSS BLUE SHIELD OF MN	26,321.27
V0350--FIRST UNUM LIFE INSURANCE COMPANY	749.21
V0351--DELTA DENTAL OF MN	1,958.93
V0352--HEALTH EQUITY INC	1,158.35
V0360--PAYLOCITY	594.61
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	9,052.05
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,365.00
V0451--GORHAM DEVELOPMENT LLC	8,677.00
	235,226.49

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

POLICY ITEMS

7. Water Quality Cost Share Awards

Presented by Water Quality Coordinator Justine Dauphinais, the purpose of this item is to ensure progress towards achieving required pollutant reductions and addressing identified stressors to aquatic life by administering a cost share program for water quality improvement and protection projects. This item specifically addresses applications received during the request for proposals with an application deadline of September 11, 2026.

The program supports projects that reduce pollutants and other stressors affecting impaired waterways, including sediment, phosphorus, E. coli, and chloride. Several local creeks are impaired, and municipalities and other MS4 permittees share responsibility for meeting pollutant-reduction goals by 2045.

Recommended projects

Project	Applicant	Recommended funding	Main purpose
2027 Street Reconstruction Outfall Retrofit	Andover	\$16,030	Add stormwater treatment to reduce sediment/phosphorus
Targeted Goose Management	Coon Rapids	\$10,000	Reduce E. coli and phosphorus
Public-Private Sanitary Investigation	Coon Rapids	\$20,250	Identify sanitary leaks and maintenance needs
Fridley Low Salt Design Pilot	Fridley	\$26,250	Reduce chloride from road salt
Anoka County Low Salt Design Pilot	Anoka County	\$27,375	Integrate low-salt practices into county projects
Mapping for Low Salt Solutions	Anoka County	\$22,500	Map road salt demand and target chloride reductions
Epiphany Pond Sediment Investigation	Coon Rapids	\$7,814.50	Study sediment contamination and phosphorus release

Total recommended: \$130,219.50.

All seven applications were found eligible, and staff recommend funding 100% of each requested amount.

The 2026 program has \$248,875 remaining after \$41,125 was awarded in the first application round. The seven new applications would use \$130,219.50, leaving \$118,655.50 unallocated, or about 41% of the available funds.

Board Member Campbell questioned whether it would be more efficient for the cities to combine their bids rather than having each city independently solicit bids for the same work. Mrs. Dauphinais responded that this option has been discussed and that the City of Fridley is willing to participate as early as this year. Other cities would like to see how the process works for Fridley this year before deciding whether to participate in the future.

Based on the findings and exhibits presented in the Staff Report, the staff recommendation was to Award cost-share funds to identified projects in accordance with Staff recommendations and authorize staff to re-open request for proposals through December 31, 2026.

Board Member Campbell moved to Award cost-share funds to identified projects in accordance with Staff recommendations and authorize staff to re-open request for proposals through December 31, 2026. Seconded by Member Schneider. The motion carried with four (4) yeas (Board Members Hafner, Campbell, McCullough and Schneider) and no nays.

8. Request to Seek Proposals Compensation Study

Presented by District Administrator Jon Janke, the purpose of this item is to authorize staff to seek proposals for the 2027 Compensation Study. The 2027 District budget includes \$30,000 for a Compensation Study and no project costs would be incurred before 2027 funds are available.

The Study is intended to provide an independent review of the District's classification and compensation system and practical recommendations for maintaining a clear, consistent, and competitive system. Staff anticipate seeking proposals this fall, selecting a consultant by year end, beginning work when funding is available in early 2027, and completing the study by March 2027.

Staff will finalize and distribute the draft RFP to qualified firms with relevant Minnesota public-sector classification and compensation experience. The RFP may be refined based on Board direction and staff review before release.

Board Member Hafner suggested some changes in the wording currently in the draft stating "should" and would like that replaced with "will" as to be more direct and eliminate confusion.

Authorizing solicitation of proposals does not authorize a consultant contract or commit the District to proceed. Staff will return to the Board with proposal results and a recommended consultant selection before contract award. Work would not begin before 2027 funds are available.

Based on the findings and exhibits presented in the Staff Report, the staff recommendation was to Authorize staff to seek proposals for the Compensation Study.

Board Member McCullough moved to Authorize staff to seek proposals for the Compensation Study. Seconded by Member Schneider. The motion carried with four (4) yeas (Board Members Hafner, Campbell, McCullough and Schneider) and no nays.

9. Request to Seek Bids Lower-Level Remodel Project

Presented by Mr. Janke, the purpose of this item to authorize staff to seek bids for the 2027 Lower-Level Remodel Project that includes adding a break space for staff, a conference room and staff offices.

In spring 2026, the District completed an evaluation and concept plan for remodeling the lower level of the District office and on June 8, 2026, the Lower-Level Remodel Project was highlighted during the District Open House. On September 14, 2026, the Board adopted the 2027 budget, which includes

funding for the Lower-Level Remodel Project. Public bids are required for this project because the cost exceeds \$175,000, which is a state requirement.

Mr. Janke explained that although this is a 2027 budget item, it would be beneficial to get started on the project early in 2027 because the staff currently using the lower level are primarily field staff and will have a lighter workload during the winter months. This will allow staff to work from home or in other offices during construction, minimizing disruption. With completion projected for March 2027, the timing will allow the project to be completed ahead of the busy field season beginning in April.

Based on the findings and exhibits presented in the Staff Report, the staff recommendation was to Authorize staff to seek bids for the 2027 Lower-Level Remodel Project.

Board Member Campbell moved to Authorize staff to seek bids for the 2027 Lower-Level Remodel Project. Seconded by Member Schneider. The motion carried with four (4) yeas (Board Members Hafner, Campbell, McCullough and Schneider) and no nays.

DISCUSSION ITEMS

10. Water Quality Model Update (ABM)

Presented by Mrs. Dauphinais, the purpose of this item was to provide an update on the water quality model of pollutant loading across the District, to inform strategic targeting of future restoration and protection projects, and evaluation of progress towards achieving required reductions.

In 2025, funds were budgeted to pursue development of a water quality model to simulate sediment and nutrient loading across the District and evaluate progress towards achieving the required pollutant total maximum daily loads (TMDLs) established in 2016. Modeling is a powerful and cost-effective tool to simulate continuous data with expanded spatial coverage compared to discrete, highly localized field-collected data.

Mrs. Dauphinais acknowledged Planning Coordinator Erik Bye, who spearheaded this effort and will present Part 2 of the presentation at a later date. Water Quality Specialist Chase Vanderbilt was also recognized for his dedication and attention to detail with the quality and quantity of water samples and water quality measurements he has accomplished.

A brief description of what this effort entails was given to the Board. The TMDL was defined as the allowable amount of a pollutant that can be present in a body

of water that still meets the clean water standards that the federal legislature requires with a numeric target to meet.

There is a weighted equation that includes three sources of water that are tested. First through regulated wastewater that comes from things like stormwater and sewage, second through natural landscapes like ditches and lastly through reserve and buffers.

Previously, water quality modeling efforts were conducted in a piecemeal manner as part of rotating subwatershed assessments. District staff recognized challenges with this approach including lack of agreement between disjointed models and inefficient workflows. It was determined that a comprehensive, Districtwide effort would result in more useful data products, cost-savings long-term, and better integration of monitoring data.

In early 2025, Stantec was tasked to first evaluate available water quality model methodologies and to provide a recommended approach to best meet stated objectives. Six options were reviewed and compared, with a final recommendation of the Soil and Water Assessment Tool (SWAT). A strength of SWAT is that it models landscape and watershed processes to simulate pollutant transport in both surface and groundwater and can predict impacts of changing land cover and management practices across a wide range of land uses.

Development of a Districtwide SWAT model was initiated in June 2025 with completion of a calibrated, validated model by December. The model was tested against and fitted to field-collected data at 11 long term stream monitoring sites. The validated model was then used to generate a variety of data products including updated flow and pollutant loading summary figures for all impaired streams and major tributaries as well as a variety of geospatial products such as pollutant loading heatmaps. A summary report of methods, results, and major findings was finalized in September 2026. This report includes a 10-year evaluation of progress towards achieving required pollutant load reductions since approval of the CCWD TMDL study by US EPA in 2016. Overall, this work showed significant progress has been made toward pollutant load reductions and provided updated reduction benchmarks, while also laying the foundation for better targeted projects which will enable the District to achieve its TMDL goals in the most cost-effective manner.

Member McCullough excused himself early from the meeting at 6:32pm.

11. Watershed Management Videos

The Board discussed the video series that is available through the Board of Water and Soil Resources (BWSR) that helps managers understand their role on the Board. Mr. Hafner explained that as time allows the Board may view a video at a Board Meeting. Due to the length of this meeting, the Board chose not to view one of the videos.

INFORMATIONAL ITEMS

12. Article Many Minnesotans Don't Value Aquatic Plants

Mr. Janke explained that native aquatic plants are vital to the health of Minnesota's lakes but are often mistakenly viewed as weeds.

Aquatic plants provide major ecological benefits and a 2021 study comparing historical lake surveys with modern surveys found that Native plants are declining. More than half of the lakes examined had lost at least one plant species that had been common a century earlier.

Removing these native plants can create problems. Homeowners can remove limited amounts of submerged vegetation without a permit, while larger removals and chemical herbicide use generally require DNR approval. The DNR says it aims to protect aquatic ecosystems while allowing reasonable lake access. Researchers and lake advocates worry that removing native plants can disrupt ecosystems and create opportunities for invasive species such as Eurasian water milfoil.

Scientists and Indigenous resource managers argue that many people see aquatic vegetation primarily as an obstacle to swimming or boating rather than as an integral part of a healthy lake ecosystem.

The article's central message is that Minnesota's lakes are healthier when they retain diverse native aquatic vegetation, and researchers hope greater public understanding will encourage people to preserve plants while finding ways to accommodate recreation.

13. We Are Water Exhibit Northtown Library

The purpose of this item is to introduce information regarding the upcoming "We Are Water Exhibit" at Northtown Library.

Posters and bookmarks were provided by Engagement Coordinator Jessica Lindemyer for Board Members to view.

ADJOURNMENT

Board Member Campbell moved to adjourn at 6:35 pm. Seconded by Board Member Schneider. The motion carried with three (3) yeas (Board Members Hafner, Campbell, and Schneider) and no nays.

President

COON CREEK WATERSHED DISTRICT Request for Board Action

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

AGENDA: Consent

REQUESTED ACTION:
 Receive report.

ADMINISTRATOR'S EVALUATION

District Capacity and Capability

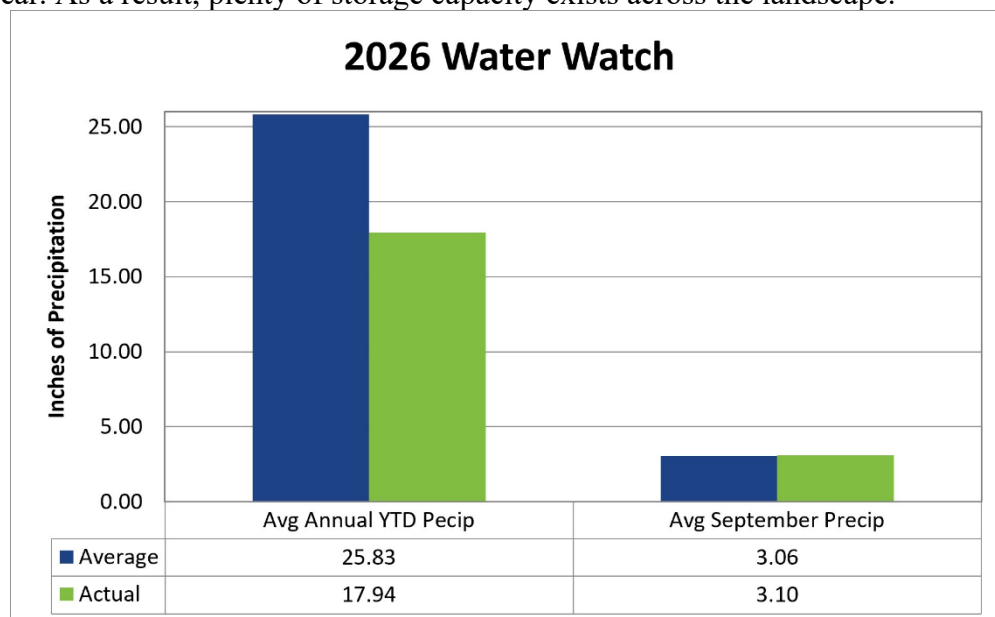
District operations remain generally stable as seasonal field work transitions toward year-end implementation and 2027 planning. Planned and routine work continues to progress, with workload and program capacity remaining generally manageable. Current attention includes 2027 program workloads, staffing and succession, and continued advancement of major planning and restoration initiatives.

MANAGEMENT SITUATION

Natural Environment

The District received an average of 3.1 inches of precipitation during September. This puts the District at average for the month and 7.9 inches (31%) below average for the year. Growing season precipitation is 7.4 inches (38%) below average.

According to the latest [U.S. Drought Monitor](#) release (October 1st), all of Anoka County has been in Severe Drought for 8 weeks. Water levels and streamflows across the District are low for this time of year. As a result, plenty of storage capacity exists across the landscape.



Management Environment

Agency	Status
Federal Government	NOAA continues development of Atlas 15 precipitation-frequency estimates. Preliminary estimates for the contiguous U.S. are expected for public peer review, with final estimates planned for 2027. Staff are monitoring the release because the updated estimates may affect future stormwater design, flood modeling, infrastructure planning, and project costs.
State Government	No report
Board of Water and Soil Resources (BWSR)	BWSR is entering the final phase of its multi-year Wetland Conservation Act rule update and is preparing to seek stakeholder feedback on proposed rule changes. Staff will review the proposed rules for potential District impacts once released.
Minnesota Department of Natural Resources (DNR)	DNR and FEMA continue developing updated Twin Cities HUC-8 flood risk information. A Coon Creek Flood Risk Review is currently anticipated for December 2026, when draft mapping and supporting data will be reviewed with the District.
Minnesota Pollution Control Agency (MPCA)	MPCA continues preparing the next MS4 General Permit, with formal public notice and reissuance targeted for fall 2026. The existing permit remains administratively continued until the new permit is issued.
Minnesota Watersheds	- Proposed revisions to the Minnesota Watersheds Strategic Plan will be considered by the membership at the annual business meeting in December. - Planning and registration for the December 2-4 Annual Conference are underway. Staff will return to the Board later this month to confirm attendance and delegate participation.

COLLABORATOR ACTIONS CAPACITY AND CAPABILITY

Collaborator	Description
Anoka County	Major roadway construction continues within the District, including the Highway 65 reconstruction in Blaine and several Anoka County roadway projects. Staff will continue coordinating as needed where transportation work intersects with District permitting, drainage, or water resource interests.
Anoka Conservation District	ACD was selected to receive a 2027-2028 Managing Invasives for Resilient Landscapes Program grant. The funding replaces former Cooperative Weed Management Area Program support and will be used to restore capacity for invasive phragmites monitoring and control.
Cities	No report

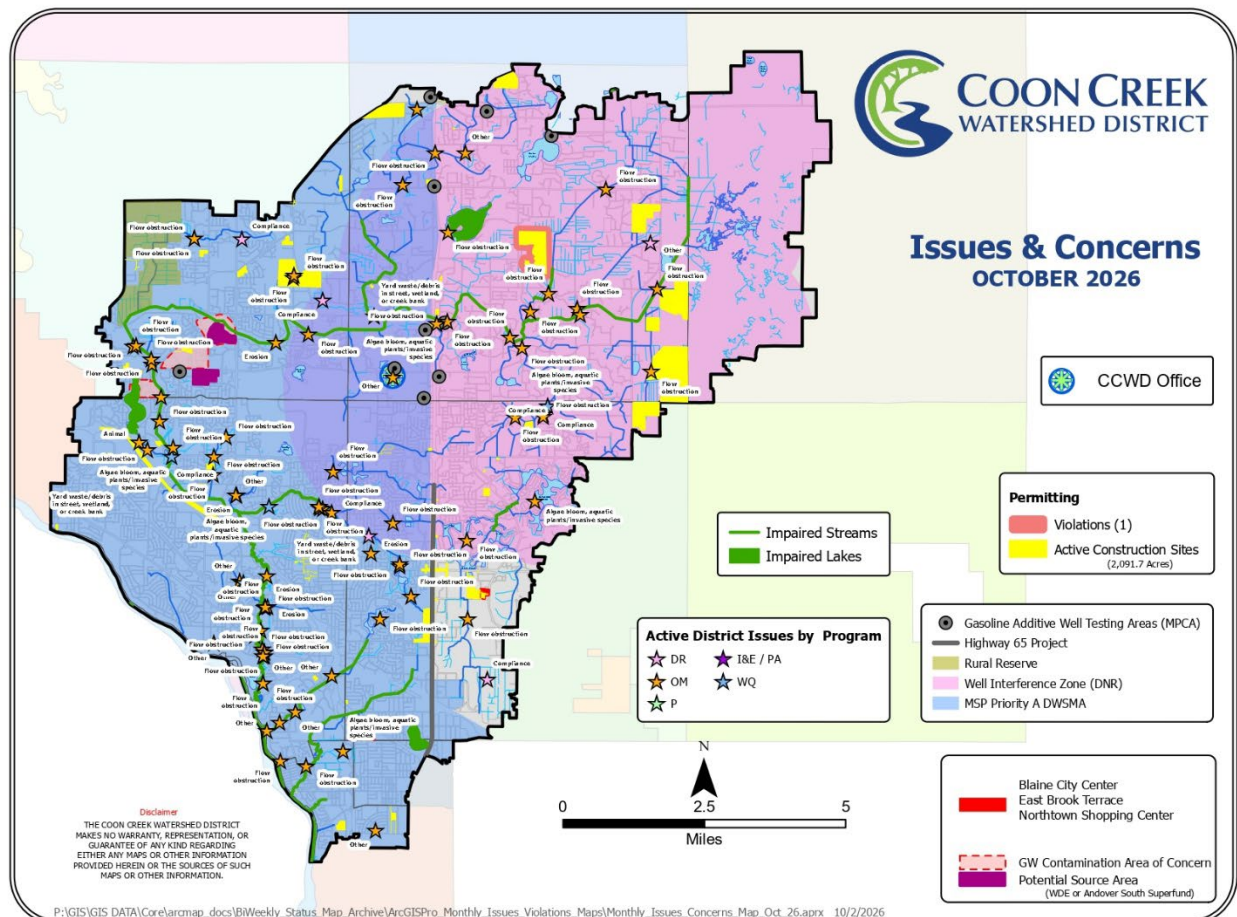
Crooked Lake Area Association	Coordinated maintenance dredging at the public access; the access was closed from 9/28-10/2 for the work to be completed
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PROBLEMS, ISSUES, AND CONCERNS

Strategic Issues and Concerns

- State Permitting and Project Delivery** Changing state permitting expectations continue to affect the planning and delivery of stream restoration and other water resource projects. Staff continue working through Minnesota Watersheds, DNR, and the statewide creek restoration workgroup to improve permitting clarity and coordination, including participation in another in-person workshop on October 26.

Operational Issues and Concerns

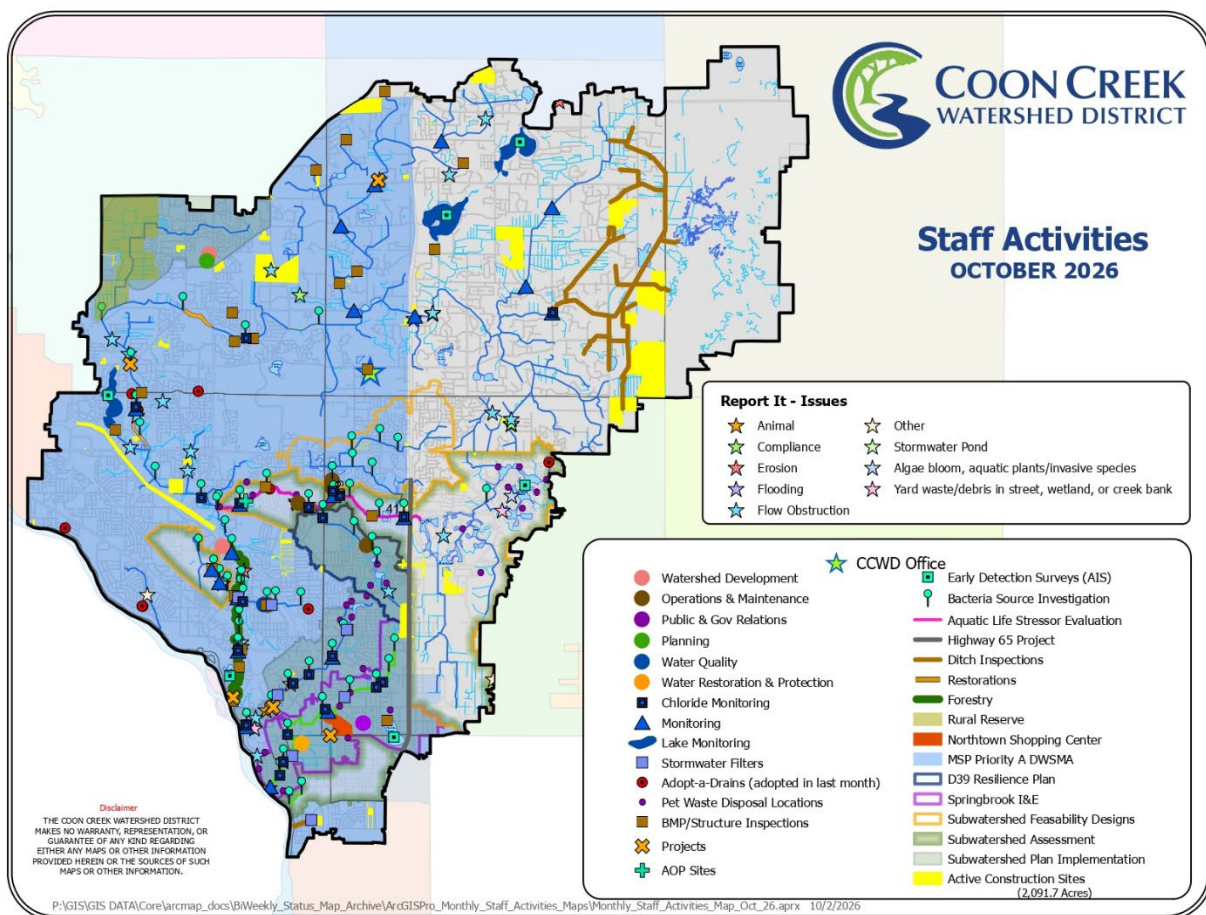


STAFF ACTIVITIES

Strategic Management Activities

- 1) **Coon Creek Restoration:** Fieldwork for the SQT pilot study is complete and geomorphic analysis is underway along the mainstem of Coon Creek. The work will support development of the District's approach to future creek restoration projects.
- 2) **Woodcrest Biochar IESF:** project was selected as a finalist for the 2026 Minnesota Watersheds Project of the Year award. Staff are preparing the final award submission.
- 3) **Construction and wetland delineation seasonal push:** Staff are working through the seasonal year-end construction and wetland delineation workload before weather and field conditions limit completion of this work.

Operations Activities



DISTRICT CAPACITY AND CAPABILITY

Equipment:

- Staff are obtaining quotes for replacement of the 2015 Explorer and evaluating disposal and trade-in options.

Facilities:

- Staff plan to continue monitoring and operating District BMPs through the end of October as weather and site conditions allow.

Staffing:

- Complement & Strength: 14.55 FTE
- The Administrative Services Coordinator position has been posted.

Sustaining:

Preparation for 2027 employee benefits and open enrollment is underway.

Budget & Financials

Coon Creek Watershed District CCWD - Budget Report

As of Date: 09/30/2026

	Year Ending 12/31/2026	Year To Date 09/30/2026			
	CCWD 2026 Budget	CCWD 2026 Budget	Actual Expenses YTD	Variance YTD	
Revenue					
Property Taxes	6,924,414.00	5,193,315.00	3,638,550.98	1,554,764.02	-30%
Fees & Charges	180,573.00	135,432.00	166,330.40	(30,898.40)	23%
Grants	2,372,179.00	1,779,138.00	250,000.00	1,529,138.00	-86%
Other Revenue	180,000.00	135,000.00	159,954.38	(24,954.38)	18%
Total Revenue	9,657,166.00	7,242,885.00	4,214,835.76	3,028,049.24	-42%
Expense					
Salaries & Benefits	2,711,666.00	2,033,757.00	1,618,663.92	415,093.08	-20%
Professional Services	527,084.00	395,307.00	292,292.86	103,014.14	-26%
Operating Expenses	367,759.00	275,832.00	178,701.93	97,130.07	-35%
Program Expense	6,713,313.00	5,035,014.00	1,240,383.59	3,794,630.41	-75%
Capitalized Expenses	71,000.00	53,253.00	8,508.00	44,745.00	-84%
Total Expense	10,390,822.00	7,793,163.00	3,338,550.30	4,454,612.70	-57%

Created on : 10/07/2026 7:16 AM PST

Coon Creek Watershed District Cash Balance

As of Date: 09/30/2026

	Escrow Fund	General Fund	All Funds
	Month Ending 09/30/2026	Month Ending 09/30/2026	Month Ending 09/30/2026
Cash and Cash Equivalents			
Cash	1,761,247.70	(2,220,961.30)	(459,713.60)
Petty Cash	0.00	250.00	250.00
Investment Account	23,060.00	8,342,885.19	8,365,945.19
Total Cash and Cash Equivalents	1,784,307.70	6,122,173.89	7,906,481.59

Created on : 10/07/2026 7:16 AM PST

September started with an operational fund balance of approximately \$6,334,626.29

Change in net cash position was - \$212,452.40

Balance of the escrow trust fund is \$1,774,409.12

Nine months into the fiscal year, the budget variance is -15%

COON CREEK WATERSHED DISTRICT

Request for Board Action

MEETING DATE: October 12, 2026
AGENDA NUMBER: 7
ITEM: Advisory Committees Report

AGENDA: Policy Discussion Information

ACTION REQUESTED

Receive Report

BACKGROUND

The Citizen Advisory Committee (CAC) met on Wednesday, September 9th. The Technical Advisory Committee (TAC) met on Thursday, September 10th.

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

ISSUES/CONCERNS

Citizen Advisory Committee (CAC)

The majority of the CAC was present at the meeting. Absent were John Lilly, Gary Nereson, and Jason Margl.

1. Open Forum

The CAC welcomed new members Cameron Bluhm and Johnathan Gwinn. Brief introductions were completed.

2. District Update

Jessica Lindemyer gave a brief update on various District activities, including recent weather conditions and water levels across the District. According to the latest US Drought Monitor release, all of Anoka County is experiencing Severe Drought. Tyler Thompson shared that while the District received around an inch of precipitation within the last week, much of that water has already left the system and water levels across the District remain low.

Jessica shared that former CAC member Nathan Schneider has been appointed to the Board of Managers and was sworn in at the August 24th Board Meeting.

The We Are Water Exhibit is coming up at Northtown Library. The exhibit will run from October 8th to November 30th. The grand opening is scheduled for October 10th. Anyone

interested in volunteering during the exhibit should reach out to Jessica for more information.

The District has nominated the Woodcrest Biochar & Iron Enhanced Sand Filter Project for Minnesota Watersheds' Project of the Year award. This project was completed in 2020 and was the first regional-scale stormwater BMP to incorporate biochar as a means of addressing E. coli pollution. There was general discussion regarding the location of the project, its performance, and the research currently being conducted by the University of Minnesota and the United States Geological Survey.

3. Subwatershed Spotlight – Ditch 11

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

Jessica introduced the Ditch 11 subwatershed, stating that the subwatershed encompasses 6.17 square miles entirely within the city of Ham Lake. The Ditch 11 subwatershed is located in the norther portion of the District and is directly adjacent to the Ditch 44 subwatershed which was spotlighted earlier this year. Similar to Ditch 44, the Ditch 11 subwatershed is largely rural with heavy agricultural land use compared to the rest of the District. Ditch 11 has impairments for aquatic life and aquatic recreation.

Tyler Thompson, Operations & Maintenance Coordinator, introduced the District's Ditch inspection and maintenance program particularly as it relates to the recently completed inspection of Ditch 11. Tyler shared that District staff inspect around 20% of all CCWD ditches each year. In 2026 the ditches inspected included Ditch 17 (Springbrook Creek), Ditch 11, and Ditch 44.

The purpose of the inspection and maintenance program is to identify and prioritize maintenance needs related to flooding, water quality, and wildlife habitat, provide information for modeling efforts, and collect preliminary data for capital improvement projects.

Tyler walked the committee through the Ditch 11 inspection report that was shared with the Board of Managers at the August 24th board meeting. Tyler also discussed the equipment used to collect inspection data and highlighted some of the typical issues that are encountered in the field.

General discussion was had regarding the frequency of inspections, how long the current inspection program has been in place, and the statutory requirements of being a Ditch Authority.

Jessica shared additional images and aerial videos captured of Ditch 11 earlier this year.

Technical Advisory Committee (TAC)

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

1. Announcements

Water Quality Cost Share Program

Justine Dauphinais reminded the Committee that the next deadline for Water Quality Cost

Share applications is Friday, September 11th.

Other

Rebecca Haug announced that the county will be holding a Smart Salting training on October 22nd. The training is open to municipal staff within the county and will be opened up to private contractors if space allows. Training is paid for by Rice Creek Watershed District, with food provided by Coon Creek Watershed District.

Dave Berkowitz shared that the City of Andover has hired Todd Neal as the new Parks and Streets Operations Manager. Todd takes over the role from Jason Baumunk, who assumed the role of Fire Chief earlier this year

2. Management Situation

Hydrology

Tyler Thompson provided a brief hydrology update. Conditions continue to be dry across the watershed. Recent precipitation raised flows for a brief period of time, but water levels continue to be low across the District.

Jon Janke shared that 40 CFS is the typical low for Coon Creek at Vale St, it is currently flowing at 14 CFS.

Other

None.

3. Concerns

None.

4. Briefs

WBIF proposal reminder and next steps

Justine Dauphinais provided a recap of the informal kickoff held during last month's TAC meeting and encouraged partners to start thinking of projects for consideration. The proposed activities template was sent out via email on August 15th. The formal convene meeting will be held in late 2026 or early 2027.

Chloride Data

Erik Bye shared a timeline of recent chloride management activities. Pleasure Creek, Springbrook Creek, and Laddie Lake received formal chloride impairments in 2024 and CCWD chloride monitoring data discovers significant groundwater chloride contributions. Early 2025 Groundwater Modeling Phase 1 began with a USGS partnership to model shallow groundwater flow dynamics and gain an understanding of groundwater flow paths, and residence times. Phase 2 of Groundwater Modeling began in winter of 2026 with the collection of salt application data from LGUs to incorporate into groundwater transportation model. The model will analyze mitigation scenarios and identify chloride loading hotspots. The plan for 2027-2030 is to draft a chloride management plan and/or TMDL to identify actions to meet chloride reduction targets identified in Phase 2.

Justine Dauphinais walked the Committee through the 2026 LGU winter maintenance

meetings and provided a summary of findings. The meetings were intended to learn about current winter maintenance policies and practices, better understand current challenges, collect salt application data to incorporate into the groundwater model, and analyze changes in recent salt application rates.

Major takeaways from the meetings and analysis of collected data included:

- Multiple cities/road authorities have seen 30-36% reduction in salting rates over last 20 years!
- 10-20 year groundwater residence time = delayed impact to receiving waters

Main challenges to salt reduction with winter maintenance	Key drivers for recent chloride reduction
• Managing public expectations • Policy implementation & adjustments • Resistance to change by PW staff • Difficultly accurately tracking salt usage/ accountability	• Training • Accountability/incentives • Adhering to triggers (not plowing <2") • Adoption of new technologies and methods • Treated salt product application

MDH St. Paul and Minneapolis Source Water Protection

Erike Bye provided a summary of the recently drafted Source Water Assessments for Minneapolis and St. Paul completed by the Minnesota Department of Health. The purpose of these documents is to assess current drinking water contribution areas, ID potential contamination sources, and provide recommendations to protect and improve drinking water supply. Comments on the draft assessments are due October 9th. Upon finalization, the assessments will be used to draft the Surface Water Intake Protection Plan (SWIPP).

Local Water Plan Process

Erik Bye provided an overview of the Local Water Plan (LWP) requirements along with timeline and process requirements. LGUs should aim to submit draft LWPs to watershed management organizations by January 1, 2028.

Erik noted that he will be sending out an email with more detailed information to each LGU and would be open to meeting one-on-one to discuss requirements and timelines.

MS4 Permit Reissuance Update

Jon Janke stated that the District has not heard any new information about the release date for the new MS4 Permit.

Rebecca Haug shared that the Minnesota Cities Stormwater Coalition has heard that the release date is still scheduled for late September.

Atlas 15 Update

Jon Janke stated that the District has not heard any new information about the release of Atlas 15, which was also scheduled for a September release, but will reach out if anything substantial is learned.

5. Other Water Management Concerns

Dave Krugler asked if any new information has been learned about when the DNR will release the new flood maps. Erik Bye confirmed that the official HUC 8 kickoff meeting will be scheduled for this fall. Jon noted that official maps for insurance purposes are still several years out.

Rebecca Haug shared that there is a new position with the University of Minnesota called Flood Wise. Rachel Johnson is the contact for that position. Her role will be to work with communities on flooding issues and preparing for changes in precipitation. She is open to meeting with communities, and perhaps she could come to a future TAC meeting.

Rebecca also shared information on an upcoming Met Council workshop titled ‘Shape our Water Future’ scheduled for October 8th. She indicated she would share that info with the Committee.

Jon Janke noted the recently released documentary on TPT titled “We Are The River”.

Rebecca asked for an update on the Plumbing Board situation related to stormwater reuse. Jon provided a brief recap of the situation, sharing that the Plumbing Board has decided to move ahead with adoption of Chapter 15 of the National Plumbing Code, but exclude the section related to stormwater reuse. Justine Dauphinais is on the MPCA’s tech team that will be evaluating updates to the MN Stormwater Manual. Meanwhile, Minnesota Watersheds is aiming to find an amicable solution related to allowable conditions in which stormwater reuse would be allowed. Justine shared that the timeline outlined for the tech team is 12-18 months.

Erik Bye shared that early bird registration for the Water Resources conference begins tomorrow, September 11th. CCWD will be featured in 4 talks at the conference.

Jon Janke reminded the committee that SAFL’s stormwater seminar series will occur after the TAC meeting at 10 am.

RECOMMENDATION

Receive the report.

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: October 12, 2026
AGENDA NUMBER: 8
ITEM: Bills to Be Paid

FISCAL IMPACT: Budgeted
POLICY IMPACT: Policy

REQUEST
Approve bills

BACKGROUND

Claims totaling \$71,697.31 on the following disbursement(s) list will be issued and released upon Board approval.

Vendor	Amount
V0008--US BANK	18,873.92
V0010--A1 FLOOR AND CARPET CARE	1,119.30
V0026--CITY OF COON RAPIDS	2,480.00
V0068--PLM LAKE AND LAND MGT CORP	7,435.68
V0111--WELL GROOMED LAWNS INC	728.00
V0128--YTS COMPANIES LLC	8,170.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	437.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	57.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	228.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	152.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	152.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	1,715.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	209.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	418.00
V0221--ABDO LLP	3,333.33
V0221--ABDO LLP	1,245.50
V0242--METRO I NET	7,330.00
V0352--HEALTH EQUITY INC	331.00
V0352--HEALTH EQUITY INC	692.95
V0352--HEALTH EQUITY INC	900.00
V0352--HEALTH EQUITY INC	37.10
V0352--HEALTH EQUITY INC	1,158.35
V0362--PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	9,064.43
V0363--MINNESOTA STATE RETIREMENT SYSTEM	1,365.00
V0452--GREENHAVEN PRINTING	165.00
V0453--FAMILY PROMISE	3,899.75
	71,697.31

Item 8: Bills to be Paid Page 2 of 2

Company name:	Coon Creek Watershed District									
Created on:	10/7/2026									
Vendor name	Bill number	Date	Fund name	Department name	Account	Capital Project ID	Grant ID	Transaction amount	Memo	
10092026										
MINNESOTA STATE RETIREMENT SYSTEM	10092026	10/9/2026	General Fund	Public & Governmental Relations	60718			25.00	10092026 MERS/PRL	
MINNESOTA STATE RETIREMENT SYSTEM	10092026	10/9/2026	General Fund	Watershed Development	60718			160.00	10092026 MERS/PRL	
MINNESOTA STATE RETIREMENT SYSTEM	10092026	10/9/2026	General Fund	Planning	60718			200.00	10092026 MERS/PRL	
MINNESOTA STATE RETIREMENT SYSTEM	10092026	10/9/2026	General Fund	Operations & Maintenance	60718			105.00	10092026 MERS/PRL	
MINNESOTA STATE RETIREMENT SYSTEM	10092026	10/9/2026	General Fund	Administration	60718			450.00	10092026 MERS/PRL	
MINNESOTA STATE RETIREMENT SYSTEM	10092026	10/9/2026	General Fund	Water Quality	60718			435.00	10092026 MERS/PRL	
Sum for 10092026								1,365.00		
1026COWD										
A1 FLOOR AND CARPET CARE	1026COWD	9/28/2026	General Fund	Administration	61105			1,119.30	October 2026 Cleaning Service	
Sum for 1026COWD								1,119.30		
262632										
GREEN HAVEN PRINTING	262632	9/24/2026	General Fund	Public & Governmental Relations	61148			165.00	800 BOOKMARKS	
Sum for 262632								165.00		
28080										
WELL GROOMED LAWN INC	28080	9/30/2026	General Fund	Administration	61250			728.00	SEPT 2026 MOWING	
Sum for 28080								728.00		
3809										
METRO NET	3809	10/1/2026	General Fund	Administration	63066			7,330.00	MILLYT SERVICES OCT 26	
Sum for 3809								7,330.00		
43504										
YIS COMPANIES LLC	43504	10/6/2026	General Fund	Operations & Maintenance	61549	PRJ26-401		6,840.00	26 NON ROUT MANTISS 26-73 93 99-114 OFFLOT	
YIS COMPANIES LLC	43504	10/6/2026	General Fund	Operations & Maintenance	61251	PRJ26-400		1,330.00	26 DIRM LCC BLANDSON PARK	
Sum for 43504								8,170.00		
529390										
ABDO LLP	529390	9/30/2026	General Fund	Administration	63052			3,333.33	ACCT 90223/SPROF SVCS SEPT 26	
Sum for 529390								3,333.33		
529974										
ABDO LLP	529974	9/30/2026	General Fund	Administration	63052			1,245.50	ACCT 300036 WSPRL SEPT 26	
Sum for 529974								1,245.50		
6PSOCCZ										
HEALTH EQUITY INC	6PSOCCZ	10/8/2026	General Fund	Operations & Maintenance	60713			900.00	HEDPC TTD DEDUCTIONS	
Sum for 6PSOCCZ								900.00		
8025178										
RMB ENVIRONMENTAL LABORATORIES INC	8025178	9/29/2026	General Fund	Water Quality	61549	PRJ26-504		1,715.00	WO8025178 MONITORING	
Sum for 8025178								1,715.00		
8025187										
RMB ENVIRONMENTAL LABORATORIES INC	8025187	9/28/2026	General Fund	Water Quality	61549	PRJ26-504		228.00	WO8025187 MONITORING	
Sum for 8025187								228.00		
8025188										
RMB ENVIRONMENTAL LABORATORIES INC	8025188	9/28/2026	General Fund	Water Quality	61549	PRJ26-504		152.00	WO8025188 MONITORING	
Sum for 8025188								152.00		
8025189										
RMB ENVIRONMENTAL LABORATORIES INC	8025189	9/28/2026	General Fund	Water Quality	61549	PRJ26-504		152.00	WO8025189 MONITORING	
Sum for 8025189								152.00		
8025286										
RMB ENVIRONMENTAL LABORATORIES INC	8025286	9/25/2026	General Fund	Water Quality	61549	PRJ26-520		437.00	WO8025286 BST STUDY	
Sum for 8025286								437.00		
8025287										
RMB ENVIRONMENTAL LABORATORIES INC	8025287	9/25/2026	General Fund	Water Quality	61549	PRJ26-520		57.00	WO8025287 BST STUDY	
Sum for 8025287								57.00		
8025315										
RMB ENVIRONMENTAL LABORATORIES INC	8025315	9/30/2026	General Fund	Water Quality	61549	PRJ26-520		209.00	WO8025315 BST STUDY	
Sum for 8025315								209.00		
8025316										
RMB ENVIRONMENTAL LABORATORIES INC	8025316	9/30/2026	General Fund	Water Quality	61549	PRJ26-520		418.00	WO8025316 BST STUDY	
Sum for 8025316								418.00		
Charge payoffs - 3671										
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			47.58		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration & Maintenance	20020	PRJ26-408		149.99		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			378.86		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			86.49		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			35.54		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			400.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			514.25		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			65.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			99.31		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			1,842.23		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			-399.98		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			117.36		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			35.26		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			15.85		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			17.58		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Planning	20020			500.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			31.75		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			73.06		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			295.52		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			173.53		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			86.45		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			5.41		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			141.39		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			807.55		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			89.94		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			158.73		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			52.93		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			22.40		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			-35.95		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			29.76		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			104.07		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			200.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Public & Governmental Relations	20020	PRJ26-602		4,849.64		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			35.30		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			38.90		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			199.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Watershed Development	20020			32.41		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Watershed Development	20020			22.99		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Watershed Development	20020			33.11		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Operations & Maintenance	20020			69.69		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Operations & Maintenance	20020			16.61		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Operations & Maintenance	20020			61.58		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Operations & Maintenance	20020			31.53		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Operations & Maintenance	20020			54.48		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Water Quality	20020			32.04		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Water Quality	20020			18.98		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Water Quality	20020			500.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Water Quality	20020			500.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Water Quality	20020			50.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Water Quality	20020			35.78		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Water Quality	20020			109.54		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Water Quality	20020			20.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Water Quality	20020			206.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Water Quality	20020			48.27		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Public & Governmental Relations	20020	PRJ26-608		700.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Public & Governmental Relations	20020			88.70		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Public & Governmental Relations	20020	PRJ25-602		1,253.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Public & Governmental Relations	20020	PRJ26-608		29.99		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Public & Governmental Relations	20020			43.42		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Administration	20020			45.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Public & Governmental Relations	20020	PRJ26-609		979.00		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Public & Governmental Relations	20020	PRJ24-610		2,334.20		
US BANK	Charge payoffs - 3671	10/2/2026	General Fund	Public & Governmental Relations	20020			40.59		
Sum for Charge payoffs - 3671								18,873.92		
H203Q42F										
HEALTH EQUITY INC	H203Q42F	10/8/2026	General Fund	Administration	60713			37.10	OCT 2026 HSAREES	
Sum for H203Q42F								37.10		
J4FD9S										
HEALTH EQUITY INC	J4FD9S	10/2/2026	General Fund	Administration	60713			331.00	OCT 2 DPC DP DEDUCTIONS	
Sum for J4FD9S								331.00		
PAN22-088										
CITY OF COON RAPIDS	PAN22-088	10/12/2026	Escrow Fund	Administration	24210			2,480.00	ESCROW REF-1.0 MG WATERTOWER	
Sum for PAN22-088								2,480.00		
PAN24-036										
FAMILY PROMISE	PAN24-036	10/12/2026	Escrow Fund	Administration	24210			2,485.00	ESCROW REF-FAMILY PROMISE	
FAMILY PROMISE	PAN24-036	10/12/2026	General Fund	Watershed Development	53191			1,414.75	REVIEW REF-FAMILY PROMISE	
Sum for PAN24-036								3,899.75		
S16743										
PUL LAKE AND LAND MGT CORP	S16743	9/30/2026	General Fund	Water Quality	61549	PRJ26-500		7,435.68	PHACMITES CONTROL LAIS RESPONSE AGMNT	
Sum for S16743								7,435.68		
SE8729A										
HEALTH EQUITY INC	SE8729A	10/9/2026	General Fund	Administration	60713			532.05	OCT 09 HSA DEDUCTIONS	
HEALTH EQUITY INC	SE8729A	10/9/2026	General Fund	Water Quality	60713			144.00	OCT 09 HSA DEDUCTIONS	
HEALTH EQUITY INC	SE8729A	10/9/2026	General Fund	Public & Governmental Relations	6071					

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE:	October 12, 2026
AGENDA NUMBER:	9
ITEM:	Request - Award Quote on CCWD Office Rear Parking

FISCAL IMPACT:	\$96,196
POLICY IMPACT:	Policy

REQUEST

Review quotes and make decision for award or rejection of quotes for CCWD rear parking project.

BACKGROUND

In 2018, the District purchased the office building at 13632 Van Buren St NE Ham Lake. The interior of the building was partially remodeled prior to moving in.

In 2020, during the Board tour, the Board received an update on the District office. The interior of the office was functional with a few remaining updates and maintenance needed. The exterior drainage, landscaping, and parking limitations was discussed.

In 2021, an analysis was completed to evaluate the exterior of the District office building for current and future parking, maintenance, and landscaping needs.

In 2024, projects identified in the 2021 analysis were included in the 2024-2033 Comprehensive Watershed Management Plan and Capital Improvement Plan.

On September 9, 2024, the Board approved the 2025 budget including funding for building improvements-auxiliary parking and parking lot netting.

In 2024 and 2025, Staff completed a detailed site survey and worked with a consultant to draft design plans to establish auxiliary parking in the rear of the District office.

At the July 28, 2025, Board meeting, the Board authorized staff to seek quotes for the Project.

Following Board approval to seek project quotes, staff contacted the City of Ham Lake for project permitting guidance and scope. The City Engineer and building department had limited experience with pervious parking surfaces and made the decision to require a signed engineering design, Planning Commission, and City Council approval. Following 4 rounds of project design revisions and review between August 2025 and July 2026, the final rear parking plan design was approved at the August 17, 2026 City of Ham Lake City Council Meeting.

From September 11, 2026, through October 2, 2026, a solicitation for quotes was released to a select list of 7 qualified contractors.

On September 17, 2026, a non-mandatory pre-quote meeting was held at the District office.

On September 28, 2026, addendum 1 was issued with updated project specifications and addition of 2 alternate quote options.

On October 2, 2026, quotations were due to be submitted via email by noon; 2 quotations were received. Staff reviewed and found quotes received to be complete and reasonably accurate.

On October 7, 2026, a notice was emailed to the 7 solicited contractors with quotation results and reminder of Board decision at their October 12, 2026 meeting.

ISSUES/CONCERNS

Project budget: \$96,196

Need: The 19 currently available parking spaces are insufficient to accommodate District staff and District office visitors, Board members, CAC members, TAC members, and/or TEP members. District staff will routinely park in the rear of the building on undefined parking spaces at the hazard of golf balls to accommodate the needed parking space in the front of the building.

Permeable surface: The design uses materials that allow rainfall to permeate through the surface and infiltrate into the ground. This avoids adding any impervious surface to the property.

Layout: The auxiliary parking layout was selected and designed to provide 11 additional parking spaces for current and near future needs while maintaining the flexibility to expand parking, storage, and/or landscaping further as needed in the future. The layout takes vehicle maneuverability and snow removal into consideration.

Removals: Surveys identified a buried topsoil layer suggesting the retaining wall and fill material was placed on top of an old lawn. The topsoil layer needs to be removed to allow for infiltration which will also require removal and disposal of the failing retaining wall and fill material.

Permits and City Approval: The current design that was released for quotes has been approved for construction through the City of Ham Lake Planning Commission and City Council.

Project Quotes: 2 contractors submitted quotes with 2 additional materials options.

Quote Results:

Contractor	Base Quote (Pavers + Stormcrete)	Alternate #1 (Pavers)	Alternate #2 (Stormcrete)
MN Pavers, LLC	\$347,875.00	\$232,375.00	\$430,000.00
BE Landscape Designs	\$494,544.00	\$192,744.00	\$752,554.00

OPTIONS

1. Award contract to lowest responsible quote; BE Landscape Designs Alternate #1, utilizing District fund balance to fund the gap
2. Table action until next regular board meeting with statement of reason and need
3. Reject all quotes

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: October 12, 2026
AGENDA NUMBER: 10
ITEM: Request to Award Work for Economic Analysis

AGENDA: Policy
BUDGET: \$125,000

ACTION REQUESTED

Award Economic Analysis contract.

BACKGROUND

The District has budgeted funds for an Economic Analysis to support long-term planning, funding, implementation, and public cost communication. The project is intended to provide practical decision-support tools for evaluating long-term funding needs, implementation pacing, public cost, financing mechanisms, and the value of District programs and projects.

The work originated from the Comprehensive Watershed Management Plan process, which identified larger and more complex long-term implementation and funding needs than the District has historically managed. The analysis is intended to improve the information available to the Board and staff as funding, project costs, and implementation assumptions change over time.

At the May 26, 2026 Board meeting, the Board authorized staff to solicit proposals for the Economic Analysis and return to the Board with proposal results and a recommended consultant selection. Following Board authorization, staff distributed the Request for Proposals to 10 consultants. Proposals were due September 29, 2026.

ISSUES/CONCERNS

Project budget \$125,000

Request for Proposal The attached RFP was distributed to 10 consultants.

Base Scope of work includes project initiation and data review, long-term funding need model, implementation pacing and cost of delay, levy and taxpayer impact analysis, funding and financing mechanisms, and public value, funding gap, and Board decision support.

Optional Add Alternates includes a local willingness to pay survey, parcel level property value analysis, detailed flood risk reduction value analysis, precipitation and flood risk cost scenario, and post-2045 stewardship model.

Basis of Award proposals were evaluated based on qualifications, project understanding, proposed approach, deliverables, schedule, cost, and overall value to the District. The District is not required to select the lowest cost proposal.

Value of Analysis District staff will continue to manage routine budgeting, forecasting, and planning. The Economic Analysis is intended to complement existing staff tools by bringing in outside expertise for long-term decisions involving implementation pacing, public cost, taxpayer impacts, external funding needs, and financing options. Future implementation needs remain significant, and the Board will benefit from decision support tools that can be updated as assumptions and available information change.

PROPOSALS

Consultant	Base Scope Cost	Optional Add Alternates	Summary
Ehlers	\$65,100	Not priced	Complete proposal. Within budget. Uses a 20-year financial management plan and editable funding model as the central tool to address the full Base Scope.
Stantec Consulting Services	\$124,932	Provided planning level cost ranges	Complete proposal. Within budget. Includes an integrated interdisciplinary approach combining financial modeling, implementation pacing, taxpayer impacts, funding strategy, public value, and Board decision support.

* Full proposals attached

EVALUATION

Proposals were reviewed using the evaluation criteria identified in the RFP.

Evaluation Criteria	Staff Evaluation Summary
Project understanding and approach	Both proposals are responsive. Ehlers centers the work on the financial management plan and funding model, then uses that tool to address the remaining Base Scope tasks. Stantec provides a more detailed task-by-task approach and stronger alignment with the decision-support purpose of the RFP.
Experience, qualifications, references, and samples	Both firms appear qualified. Ehlers demonstrates strong public finance and financial management planning experience. Stantec demonstrates broader economic, funding, and watershed-related experience.
Deliverables, model, scenarios, and Board materials	Both proposals appear capable of producing the required Base Scope deliverables. Stantec provides more detail, higher level of effort, more developed scenario testing, and stronger model adaptability. Ehlers provides a lower-cost approach centered on the financial management plan and funding model, with the remaining deliverables developed from that tool.

Schedule and project management	Both proposals provide acceptable schedule and project management approaches. Stantec proposes a larger team and higher level of effort, which may provide more flexibility during implementation. Staff will confirm key staff availability and roles before contract execution.
Cost and overall value	Ehlers proposed \$65,100. Stantec proposed \$124,932, including estimated travel expenses. Ehlers provides a substantially lower-cost proposal and would preserve more budget capacity. Stantec uses nearly the full project budget, but staff review found added value in scope depth, model adaptability, watershed alignment, and Board decision-support deliverables.

Evaluation consideration The primary tradeoff is cost and demonstrated scope depth. Ehlers provides a responsive, substantially lower-cost proposal centered on public finance, financial management planning, and the funding model. Stantec provides a higher-cost proposal, but staff review found that it demonstrates a stronger understanding of the District's intended use of the Economic Analysis, a more detailed approach to each Base Scope task, greater level of effort, and stronger alignment with watershed management, scenario analysis, public value, and Board decision-support needs. Based on the evaluation criteria and staff review, Stantec is recommended as the best overall value for the District.

OPTIONS

1. Award the Economic Analysis contract to Ehlers
2. Award the Economic Analysis contract to Stantec Consulting Services
3. Table action until a future meeting with statement of reason and need
4. Reject all proposals

RECOMMENDATION

Award Economic Analysis contract to Stantec Consulting Services.

REQUEST FOR PROPOSALS

FROM: Jon Janke
Coon Creek Watershed District
13632 Van Buren St NE
Ham Lake MN 55304

SUBJECT: Coon Creek Watershed District Economic Analysis

The Coon Creek Watershed District (District) is seeking proposals from qualified firms or consultant teams to provide economic analysis services for the District. Proposals must be received by **12:00 pm (Noon) on September 29, 2026**. Email is preferred. Delivered or mailed proposals are also acceptable.

Please email technical questions, inquiries, and proposals to Jon Janke, District Administrator, at jjanke@cooncreekwd.org or deliver or mail to:

Coon Creek Watershed District
Attn: Jon Janke
13632 Van Buren Street NE
Ham Lake, MN 55304

RFP Timeline:

9/22/26

9/24/26

9/29/26 12:00 pm CST

10/12/26

October 2026

Spring 2027

Technical questions and inquiries due
District response to questions

Proposals and materials due

Estimated Board consideration of consultant selection

Estimated project kickoff

Target substantial completion

Organizational Background:

The Coon Creek Watershed District is a special purpose unit of government with taxing authority established in 1959 by public petition to address flood and water resource related issues. The District is managed by a five member Board of Managers and operates from the District office in Ham Lake, Minnesota.

The District is responsible for watershed management across approximately 107 square miles in central Anoka County. District responsibilities include water quality, flood risk reduction, public drainage, wetlands, groundwater, regulation, public service, capital project implementation, and related long term watershed management activities.

The District has historically funded many capital projects primarily through its own levy. That operating model is changing. Current and future implementation needs are larger, more complex, and increasingly dependent on multiple funding sources, including District levy, grants, intergovernmental cost sharing, partner participation, potential financing mechanisms, and coordinated project delivery.

The District has an existing budgeted project titled Economic Analysis. The budgeted description identifies valuation, willingness to pay, and financing mechanisms as intended study elements. The budget justification is to achieve and maintain the District mission long term. On May 26, 2026, the Board authorized staff to solicit proposals for the Economic Analysis and return to the Board with proposal results and a recommended consultant selection.

Project Purpose:

The purpose of the Economic Analysis is to develop a practical, defensible, and usable analysis of the District's long term funding and financing needs. The study should provide economic information and decision support tools that can be used during budget development, capital planning, District and partner funding discussions, grant strategy, legislative funding discussions, and public communication.

The analysis is intended to help the District compare long term funding and implementation scenarios and understand how those scenarios may affect future costs, taxpayer impacts, funding needs, and Board decision making.

Summary of Requested Services:

The District is requesting proposals for a Base Scope and separately priced Optional Add Alternates. The Base Scope is intended to produce a usable economic and financial decision support tool. The Optional Add Alternates may be considered if they are useful, cost effective, and do not weaken the core work.

Detailed descriptions of the Base Scope, Optional Add Alternates, and expected deliverables are included in Attachment A.

The Base Scope includes:

1. Project initiation and data review.
2. Long term funding need model.
3. Implementation pacing and cost of delay.
4. Levy impact and taxpayer impact analysis.
5. Funding and financing mechanisms.
6. Public value, funding gap, and Board decision support.

The Optional Add Alternates include:

1. Local willingness to pay survey.
2. Parcel level property value analysis.
3. Detailed flood risk reduction value analysis.
4. Precipitation and flood risk cost scenario.
5. Post 2045 stewardship model.

Proposal Requirements

Proposals should be concise. Firms may use their standard proposal format, provided the proposal includes enough information for the District to evaluate the following:

1. Firm or consultant team qualifications and relevant experience.
2. Project understanding and proposed approach for completing the Base Scope.
3. Recommended refinements to the Base Scope or sequencing of Optional Add Alternates, if any, with explanation.
4. Key personnel, roles, and subconsultants, including who will lead the funding model, financing analysis, taxpayer impact analysis, economic value assessment, and project management.
5. Examples of similar work and references, preferably including public sector clients.
6. Sample work products or representative excerpts, if available. If confidential client work cannot be shared, provide a description of similar deliverables.
7. Proposed schedule, meetings, deliverables, staff review periods, and anticipated completion date.
8. Project management approach, communication expectations, meeting needs, data request process, review periods, and District staff involvement assumptions.
9. Cost proposal using Attachment B or an equivalent format that provides the same information.
10. Assumptions, exclusions, reimbursable expenses, and work that would require additional authorization.

The District is open to proposals from individual firms or consultant teams. Proposers should clearly identify the role of each firm and key staff member.

Cost Proposal Requirements

Proposers should provide a cost proposal that allows the District to compare Base Scope cost, optional task pricing, staffing assumptions, and exclusions across proposals. Proposers should use the cost proposal table in Attachment B or provide substantially equivalent information.

The cost proposal should include:

1. Total not to exceed cost for the Base Scope.
2. Cost by Base Scope task.
3. Separately priced Optional Add Alternates.
4. Hourly rates for proposed staff.
5. Estimated hours by staff role and task.
6. Brief cost assumptions or notes necessary to understand the proposal.
7. Assumptions, exclusions, and reimbursable expenses.
8. Identify any assumptions about District staff completing work, preparing analysis, compiling data, or otherwise reducing consultant effort or cost.

Evaluation Criteria

The District will evaluate proposals based on qualifications, project understanding, proposed approach, deliverables, schedule, cost, and overall value to the District. The District is not required to select the lowest cost proposal.

The District will consider the following criteria when evaluating proposals:

1. Project understanding and approach.
2. Relevant experience and qualifications.
3. Quality and usefulness of proposed deliverables.
4. Ability to produce an editable funding model, clear scenario outputs, assumptions documentation, and Board usable materials.
5. Schedule and project management approach.
6. Cost, budget clarity, hourly rates, staffing plan, assumptions, and exclusions.
7. References and sample work products.
8. Overall value to the District.

The evaluation criteria are intended to support staff review and recommendation to the Board. The Board retains discretion to accept, reject, or modify a recommendation, negotiate scope and cost, or decline to award a contract.

The District may conduct interviews with one or more proposers. The District may request clarification, revised scopes, or revised fee proposals before making a recommendation to the Board.

Contract Award

This RFP does not authorize a consultant contract or commit the District to proceed with the work. Staff will return to the Board with proposal results, scope considerations, and a recommended consultant selection before contract award.

The selected consultant will be required to enter into a written professional services agreement acceptable to the District. The final contract scope, schedule, compensation, insurance requirements, ownership of work product, and other terms will be negotiated before execution.

Additional Terms:

Public Data and Confidentiality. Proposals submitted to the District may be subject to the Minnesota Government Data Practices Act. Proposers should clearly identify any data they believe to be trade secret or otherwise protected from disclosure and provide the legal basis for that designation. The District cannot guarantee that all information marked confidential will be withheld from public disclosure.

Conflict of Interest. Applicants should identify any conflicts of interest or potential conflicts of interest in servicing the District and explain how those conflicts would be managed and mitigated to support the best interests of the District.

Reservation of Rights. This RFP does not commit the District to award a contract, pay any costs incurred in preparing a proposal, or contract for services. The District reserves the right to accept or reject any or all proposals, waive minor irregularities, informalities, or discrepancies, negotiate with any qualified consultant or firm, request clarifications or revised proposals, or cancel the RFP.

Technical Questions and Inquiries. Technical questions and inquiries must be submitted in writing by the deadline listed in the RFP Timeline. Responses to questions may be compiled and distributed to known proposers and posted with the RFP materials, as needed.

Work Product. All final work products, models, data summaries, tables, graphics, presentations, and reports prepared under the contract will become the property of the District, subject to final contract terms.

Subconsultants. Subconsultants may be used if identified in the proposal and approved by the District. The prime consultant will remain responsible for all work performed by the consultant team.

Submission

Submit proposals electronically as a PDF by 12:00 pm (Noon) on September 29, 2026. A separate Excel file may be submitted for the detailed budget if useful. Proposals may also be delivered or mailed to the District address listed above.

Questions and proposals should be directed to Jon Janke, District Administrator, at jjanke@cooncreekwd.org or 763-755-0975.

Regards,

Jon Janke
District Administrator
jjanke@cooncreekwd.org
763-755-0975

Attachment A: Scope of Work and Expected Deliverables

The following scope describes the District's anticipated Base Scope and Optional Add Alternates. Proposers may recommend refinements if they believe a different approach would better meet the District's purpose and desired outcomes.

District Involvement

The District expects this project to be completed through close coordination between District staff and the consultant. District staff will make available existing plans, budgets, levy history, capital improvement information, project cost information, grant and partner funding information, tax base information, historical context, and other readily available data needed to support the analysis. District staff will also participate in project meetings, assist in identifying key resource management and implementation assumptions, including TMDL/WRAPS assumptions, capital planning assumptions, and project pacing assumptions, and provide feedback on draft deliverables. The consultant is expected to use that information to develop the funding model, economic analysis, implementation scenarios, findings, considerations, and final work products.

Base Scope of Work

Task 1: Project Initiation and Data Review

1. Meet with District staff to confirm the project purpose, intended use, schedule, scope, deliverables, available data, District and consultant roles, staff involvement assumptions, and known constraints.
2. Develop an initial data request and assumptions framework that identifies information to be provided by the District, information to be developed by the consultant, key decisions or assumptions requiring District confirmation, and any data limitations that may affect the analysis.
3. Review relevant District materials, including comprehensive plans, capital improvement plans, budgets, levy history, tax capacity and parcel data, TMDL and WRAPS assumptions, project cost estimates, grant and partner funding assumptions, fund balance, and cash flow requirements.
4. Identify the key assumptions that will drive the analysis, including where data are strong, where assumptions are weak, and where scenarios or ranges will be needed rather than precise forecasts.

Task 2: Long Term Funding Need Model

1. Develop a transparent, editable, planning level funding model for the next 20 years.
2. Separate capital implementation costs from program support, operations and maintenance, staffing or consultant support, and reasonable future uncertainty allowances.
3. Include annual funding need, inflation and construction escalation, District levy assumptions, grant and partner funding assumptions, debt or financing assumptions where appropriate, use of available fund balance while maintaining required cash flow thresholds, and post implementation operations and maintenance assumptions.
4. Provide the District with an editable funding model, such as an Excel workbook, with assumptions, calculations, scenario inputs, and summary tables or dashboard style outputs suitable for staff and Board review.
5. Where practical, organize the model and summary outputs to align with the District's existing PlanIT capital planning software.

Task 3: Implementation Pacing and Cost of Delay

1. Evaluate implementation pacing scenarios such as current trajectory, steady implementation, phased growth, delayed implementation, constrained funding, and debt supported implementation where appropriate.
2. Quantify how project costs change if implementation is delayed by 5, 10, or 15 years under reasonable inflation and construction escalation assumptions.
3. Help answer the practical question: If the District does not fund or implement the work now, what does that cost later?

Task 4: Levy Impact and Taxpayer Impact Analysis

1. Develop a practical method for estimating and communicating District levy impacts under the funding and implementation scenarios developed in Tasks 2 and 3.
2. Identify useful ways to explain levy impacts to the Board and public, such as total levy change, estimated impact on representative residential properties, impacts by major property class, and funding allocation by major cost category.
3. Evaluate how changes in property value, tax capacity, property class, tax base growth, and levy amount affect year-to-year taxpayer impact estimates.
4. Prepare example tables, graphics, or other communication tools that accurately explain District levy impacts without overstating precision or implying that representative examples reflect all taxpayers.
5. Identify the strengths, limitations, and appropriate uses of different taxpayer impact communication methods, including representative property examples, cost allocation graphics, property class summaries, geographic summaries, or other approaches the consultant recommends.

Task 5: Funding and Financing Mechanisms

1. Evaluate potential funding and financing mechanisms, including District levy, grants, intergovernmental cost sharing, partner contributions, state bonding or legislative appropriations, loans, bonds, special assessments, charges, special taxing districts, phased funding, pay as you go capital funding, project specific funding agreements, and use of available fund balance while maintaining required cash flow thresholds.
2. For each mechanism, identify typical use, advantages, disadvantages, administrative burden, statutory, programmatic, or policy considerations requiring further review, political risk, implementation complexity, and suitability for different project types.
3. Define which tools fit which circumstances rather than selecting a single funding mechanism or making final policy decisions.

Task 6: Public Value, Scenario Comparison, and Board Decision Support

1. Provide a practical summary of economic value concepts that are relevant to District services, including willingness to pay literature, property value relevance, floodplain and drainage preventative value, grant leverage, partner coordination, and public benefit.
2. Compare how different combinations of District levy, grants, partner funding, financing, and implementation pacing affect taxpayer impacts, remaining external funding needs, and Board decision points.
3. Identify practical external funding needs or targets that can support grant, legislative, District, and partner conversations.
4. Prepare Board usable materials that summarize funding scenarios, taxpayer impacts, implementation pacing, financing mechanisms, external funding needs, and key decision points.

Optional Add Alternates

The Optional Add Alternates are not assumed to be required to complete the Base Scope. The Base Scope should be completed using available District information, available literature, planning-level assumptions, and professional judgment. However, proposers should identify if they believe any Optional Add Alternate is necessary to complete or materially improve the Base Scope, explain why, and describe whether it should be completed before, during, or after the Base Scope.

Optional Task A: Local Willingness to Pay Survey. Resident, stakeholder, or statistically valid contingent valuation survey. The consultant should explain the proposed method, sample size, confidence level, limitations, cost, schedule, and usefulness for levy, funding, or communication decisions.

Optional Task B: Parcel Level Property Value Analysis. Analysis of whether water quality, proximity to water, flood risk, or drainage conditions have measurable effects on local property values. This may require parcel data, sales data, water proximity data, water quality data, floodplain or inundation data, and regression or hedonic modeling.

Optional Task C: Detailed Flood Risk Reduction Value Analysis. Estimate the dollar value of flood risk reduction associated with District floodplain, drainage, modeling, infrastructure, and maintenance work. This may include comparing current or proposed District actions against delayed, reduced, or reactive management scenarios using flood depth grids, structure inventories, depth damage relationships, infrastructure vulnerability data, emergency response cost assumptions, and scenario modeling.

Optional Task D: Precipitation and Flood Risk Cost Scenario. Evaluate, at a planning level, how changing precipitation patterns, updated rainfall frequency data, future design storm assumptions, pending Atlas 15 information, and increased flood risk could affect future District costs, infrastructure needs, maintenance demands, and long term funding scenarios. This task may rely on literature review, available regional information, and clearly stated assumptions rather than new modeling.

Optional Task E: Post 2045 Stewardship Model. Evaluate in more detail how the District's role may shift from project delivery toward inspection, monitoring, maintenance, asset management, enforcement, adaptive management, and protection of prior investments.

Expected Deliverables

1. Project kickoff meeting and refined work plan.
2. Data request and assumptions memorandum or equivalent summary.
3. Editable 20-year funding model with documented assumptions and scenario inputs.
4. Funding, financing, and implementation pacing scenario summary.
5. Taxpayer impact and levy impact summary.
6. Funding and financing mechanisms matrix.
7. Scenario comparison and external funding needs summary.
8. Public value and economic context summary.
9. Draft report or technical memorandum for staff review.
10. Final report or technical memorandum appropriate for public review.
11. Board presentation materials.
12. Electronic copies of all final source files, including Word, Excel, PowerPoint, PDF, and any GIS or data files created for the project, as applicable.

Attachment B: Cost Proposal Table

Proposers should complete the following table or provide substantially equivalent information. Additional narrative may be included to explain assumptions, exclusions, staffing, schedule, or optional tasks.

Scope Task	Estimated Hours	Estimated Cost	Notes / Assumptions
Task 1: Project Initiation and Data Review			
Task 2: Long Term Funding Need Model			
Task 3: Implementation Pacing and Cost of Delay			
Task 4: Levy Impact and Taxpayer Impact Analysis			
Task 5: Funding and Financing Mechanisms			
Task 6: Public Value, Scenario Comparison, and Board Decision Support			
Base Scope Total Not to Exceed Cost			

Optional Add Alternate Costs

Optional Task	Estimated Hours	Estimated Cost	Notes / Assumptions
Optional Task A: Local Willingness to Pay Survey			
Optional Task B: Parcel Level Property Value Analysis			
Optional Task C: Detailed Flood Risk Reduction Value Analysis			
Optional Task D: Precipitation and Flood Risk Cost Scenario			
Optional Task E: Post 2045 Stewardship Model			

Hourly Rates and Staffing

Name / Role	Firm	Hourly Rate	Estimated Hours

Reimbursable Expenses, Assumptions, and Exclusions

Item	Description / Amount
Reimbursable expenses	
Major assumptions	
Exclusions	

RESPONSES TO TECHNICAL QUESTIONS

FROM: Jon Janke
Coon Creek Watershed District
13632 Van Buren St NE
Ham Lake MN 55304

SUBJECT: Coon Creek Watershed District Economic Analysis
Responses to Technical Questions

The Coon Creek Watershed District received technical questions regarding the Economic Analysis RFP. Responses are provided below for the benefit of firms receiving the RFP. These responses are intended to clarify the RFP and do not change the proposal deadline or the submittal instructions.

Proposals remain due by **12:00 pm (Noon) Central Time on September 29, 2026.**

Question 1. The RFP states Subconsultants can be used. Does the District prefer a proposal that utilizes a subconsultant to address the optional add alternates or a proposal from one consultant that addresses the base scope but not the optional add alternates?

Response: The District does not have a preference for a single-firm proposal or a consultant team. The RFP allows subconsultants because the requested work includes several related areas of expertise, and the District recognizes that some firms may choose to team with others to address the Base Scope or Optional Add Alternates. The District also does not have a preference between a consultant team that addresses the Optional Add Alternates and a single consultant that addresses the Base Scope but not the Optional Add Alternates. Proposers should clearly identify what is included in their proposal, what is excluded, and any assumptions regarding consultant team roles.

Question 2. One of the expected deliverables is a 20-year funding model. Can you please expand on how the timeframe of 20 years was determined? Does the District have a 20-year capital improvement plan? If not, how does the District envision determining years 11-20 capital needs/estimates?

Response: The 20-year timeframe is intended to provide a long-term funding model that generally extends to the District's 2045 water quality planning goal. The District currently has a 10-year capital improvement planning period extending to 2033. The District also has other planning information that identifies remaining water quality needs, general implementation strategies, expected types of future work, and prior project cost information that may help inform later-year estimates. For years 11 through 20, the District is not prescribing a specific method. The District expects the consultant to review available District information, use professional judgment, and recommend an appropriate approach for developing reasonable planning-level funding scenarios. The model is expected to be a decision-support tool, not a final 20-year project-by-project capital improvement plan.

Question 3. The RFP states to provide “Brief cost assumptions or notes to understand the proposal” can you elaborate more fully what you are looking for? Are you looking for examples? Explanation of our pricing methodology?

Response: The District is looking for enough cost detail to understand and compare proposals. A single lump sum cost is not preferred. A cost proposal that identifies itemized costs by major task, associated staff roles, hourly rates, estimated hours, and any assumptions, exclusions, reimbursable expenses, or other costs necessary to understand the proposed price would be sufficient. The District understands that proposers may structure costs differently depending on their proposed approach. Any cost format should clearly explain what is included, what is excluded, and how the proposed cost was developed. The District is not requesting examples of prior pricing.

Question 4. For the Optional Add Alternates, may proposers provide estimated cost and hour ranges where the level of effort is dependent on data availability, selected methodology, stakeholder preferences, or other factors that would be refined during project initiation?

Response: Yes. Proposers may provide estimated cost and hour ranges for Optional Add Alternates where the level of effort depends on data availability, selected methodology, stakeholder preferences, or other factors that would be refined before authorization. The cost format should clearly explain what is included, what is excluded, the assumptions behind the range, and how the proposed cost was developed.

Question 5. The willingness to pay survey in Optional Task A will likely get a better response if it comes from CCWD than from a company that potential respondents are not familiar with. Will CCWD make the outreach to the potential respondents (residents, stakeholders, or a statistically representative sample) for the willingness to pay survey in Optional Task A?

Response: For proposal purposes, proposers should assume that any willingness to pay survey authorized under Optional Task A would be associated with the District, but primarily managed by the consultant. The District may review and approve survey materials, allow use of District name or letterhead where appropriate, and support distribution through appropriate District communication channels. The consultant should assume responsibility for recommending the survey approach, preparing materials, coordinating administration, compiling responses, analyzing results, and preparing findings. Proposers should identify any assumptions regarding District involvement.

Question 6. For Optional Task A, the cost will vary by the type of survey, the format in which it is administered, and the method used to estimate willingness to pay. Does CCWD have a preferred format for how the survey will be administered to respondents? Can we present a range of potential costs with the final costs to be determined with WWCD at the beginning of the task?

Response: The District does not have a preferred survey format at this time. Proposers should recommend the format or formats they believe would best meet the purpose of Optional Task A and should identify the cost, schedule, anticipated response rate, statistical validity, limitations, and District involvement associated with each recommended approach. Proposers may present a range of potential costs for Optional Task A, with final scope and cost to be refined if the District elects to authorize that optional task.

All other RFP terms, deadlines, and submittal instructions remain unchanged.

COON CREEK WATERSHED DISTRICT

Request for Board Action

MEETING DATE: October 12, 2026
AGENDA NUMBER: 11
ITEM: District Rule Update

AGENDA: Discussion

ACTION REQUESTED

Review and discuss the Draft Revised District Rules, order a public hearing on the proposed rule revision for October 26, 2026, and direct staff to publish the notice of public hearing.

BACKGROUND

The District adopted its current rules on October 10, 2022, with an effective date of January 1, 2023.

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

At the February 23, 2026, regular Board Meeting, the Board directed staff to forward the Draft District Rule for review and comment by the Citizen Advisory Committee (CAC) and Technical Advisory Committee (TAC). Both advisory committees and the Technical Evaluation Panel (TEP) reviewed the revisions. Staff received a handful of comments, which prompted additional revisions. The comments received, District responses, and an updated redlined copy of the Draft Rules were provided to the Board at the June 22, 2026, regular Board Meeting. At that meeting the Board directed staff to submit the proposed amendments to the Board of Water and Soil Resources (BWSR) and the transportation authorities for a 45-day review and comment period.

ISSUES/CONCERNS

During the 45-day agency review period, we received comments only from Anoka County Highway Department. Those comments and the District's respective responses are as follows.

- Comment 1 in reference to 3.3.3.2.d For applications proposing infiltration, pre-construction field evaluation of soil infiltration rates in accordance with ASTM 3385 for double ring infiltrometer testing or other approved method is highly encouraged. – “What would be considered "other approved method?" What about Modified Philip Dunne (MPD) Infiltrometer Test, that meets ASTM D8152? I realize they can't all be listed in the rules, but what about some guidance as to what methods are approved? (e.g. link to something?)”
 - CCWD Response – This is left open for future evaluation and approval of different methods. The only method that is currently approved for post-construction basin testing (aside from flood testing) is the double ring infiltrometer testing. Since this section is referencing testing the in-situ soils to inform design rates, other tests like MPD may be appropriate to use.

- Comment 2 in reference to 3.3.4.7 For public linear projects, where the entire water quality volume cannot be treated within the existing right-of-way, a reasonable attempt to obtain additional right-of-way, easement, or other permission to treat the stormwater during the project planning process must be made. Volume reduction practices must be considered first. Volume reduction practices are not required if the practices cannot be provided cost effectively. If additional right-of-way, easements, or other permission cannot be obtained, the applicant must maximize the treatment of the water quality volume prior to discharge from the District. – “From the District? Or from the project watershed? (this is unclear)”
 - CCWD Response – From the District is correct. Because this is for public linear projects, the intent is to provide flexibility because there is limited space for stormwater treatment in the ROW for most projects and there may be opportunities elsewhere in the District to provide treatment.
- Comment 3 in reference to 8.2.2 Standards do not apply to linear projects or projects that only consist of grading activities. – “Public?”
 - CCWD Response – ‘Public’ was left out of this reference to linear projects with the intent to include utility projects in the exemption.
- Comment 4 points out a typo error in Appendix C in the volume calculations.
 - CCWD Response – The error has been fixed in the attached redlined draft rules.

RECOMMENDATION

Receive the Draft Revised District Rules, order a public hearing on the proposed rule revision for October 26, 2026, and direct staff to publish the notice of public hearing.

Attachments:

Draft Revised District Rule

Draft Notice of Public Hearing

COON CREEK WATERSHED DISTRICT RULES

BOARD APPROVED: OCTOBER 10, 2022

EFFECTIVE DATE: JANUARY 1, 2023

COON CREEK WATERSHED DISTRICT RULES

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1 INTRODUCTION AND GENERAL PURPOSE

1.1 STATUTORY AUTHORIZATION

These rules are adopted pursuant to:

- Minnesota Statutes Section 103B.201
- Minnesota Statutes Section 103B.231
- Minnesota Statutes Section 103D.201
- Minnesota Statutes Section 103D.335
- Minnesota Statutes Section 103D.341
- MS4 General Permit MNR040000

1.2 FINDINGS

The Coon Creek Watershed District Board of Managers finds that:

1. The watershed's environment is determined by a set of existing natural resources and processes.
2. The primary determinant for management within the watershed is the hydrologic system.
3. The hydrologic cycle is the unifying factor of the natural resource components identified above.
4. Ditches and other watercourses, wetlands and other water bodies, floodplains and groundwater recharge are all integral parts of the hydrologic system of the watershed.
5. Water quality, soils, vegetation, and wildlife are related in that they are affected by or affect the hydrologic system.
6. Land development projects and associated increases in impervious cover alter the hydrologic response of local watersheds and can increase stormwater runoff rates and volumes, flooding, stream channel erosion, and sediment transport and deposition.
7. This stormwater runoff contributes to increased quantities of water-borne pollutants.
8. Stormwater runoff, soil erosion and nonpoint source pollution can be controlled and minimized through the regulation of stormwater runoff from development sites through a land management and development approach that minimizes impact on water resources.

The Coon Creek Watershed District has determined that the regulation of stormwater runoff discharges from land development projects and other construction activities is essential to control and minimize increases in stormwater runoff rates and volumes, soil erosion, stream channel erosion, and nonpoint source pollution associated with stormwater runoff, and that regulation is in the public interest and will prevent threats to public health and safety.

Therefore, the Coon Creek Watershed District (District) establishes this set of water quality and quantity policies applicable to all surface waters to provide reasonable guidance for the regulation and management of water for the purpose of protecting local water resources from degradation.

1.3 PURPOSE AND INTENT

Purpose. The Purpose of these rules is to enable the District to evaluate, permit and monitor activities affecting the water and related land resources of the District in an orderly and informed fashion.

Intent. The intent of these rules is to:

1. Manage the watershed's water and related land resources for water quality and biotic integrity and functionality.
2. Prevent public health and safety hazards.
3. Prevent property damage.
4. Promote beneficial uses.
5. Reduce the discharge of pollutants from stormwater to the maximum extent practicable (MEP).
6. Identify waterways, floodplains and wetlands in which land disturbance activity should be restricted, and, in appropriate cases, prohibited.
7. Give due consideration to alternatives and creative solutions in planning and using the water and related land resources of the watershed to encourage and pursue low impact development.

Where no feasible and prudent alternative exists, the use shall be accomplished in a manner which assures the protection and safety of persons and property, public and private and which as nearly as possible:

- Preserves and protects the natural environment; and
- Will not result in the degradation of waterways, floodplains, and wetlands

1.4 RELATION TO GROUNDWATER

The District does not have a section specifically addressing groundwater, but language addressing groundwater issues have been dispersed throughout the rules regarding other topics. For this reason, this section consolidates all the district rules concerning groundwater into one place.

The following bullets represent specific language within the District's rules pertaining to groundwater and details where each is located in the District's rules. These are categorized into groundwater appropriations, volume control, and groundwater quality.

1.4.1 GROUNDWATER APPROPRIATIONS

Groundwater appropriation is not specifically addressed in these rules, however, volume control standards help to maintain groundwater supply and protect groundwater quality.

1.4.2 VOLUME CONTROL

1. To assure control of the rate and volume of stormwater runoff so that surface water and groundwater quantity and quality is protected, soil erosion is minimized, and flooding potential is reduced. (Subsection 3.1.3, 3.3.3)
2. To maintain the present and natural rate of recharge to the surficial aquifer, and when possible, enhance the rate of surcharge. (Subsection 3.1.10, 3.3.3)

1.4.3 GROUNDWATER QUALITY

1. Improve the quality of the surface and subsurface discharges to the lakes and wetlands within the watershed by limiting sediment, nutrients, and other contaminants. (Subsection 3.1.3, 3.3.3.1.a, 3.3.3.2.b, 3.3.4)
2. To protect water and related land resources of the District from the adverse effects resulting from poor or incompatible land use activities. (Subsection 3.1.7)

2 PROCEDURAL REQUIREMENTS

2.1 PERMIT REQUIRED

Any person undertaking an activity for which a permit is required by these rules must obtain the required permit prior to commencing the activity that is subject to District regulation.

The applicant must coordinate with any other local, State, or Federal agencies to determine if other permits are required for the activity. Application approval may be contingent upon compliance with applicable State and Federal regulations, including obtaining necessary permits.

2.2 TREATMENT TO THE MAXIMUM EXTENT PRACTICABLE

The intent and requirements of this rule to reduce the discharge of pollutants from stormwater must be pursued to the maximum extent practicable (MEP).

A proposed plan/ permit application has reduced the discharge of pollutants to the MEP when the Board finds that the application has made a good faith effort in meeting all of the following requirements:

1. The proposed plan is capable of being done from an engineering point of view.
2. The proposed plan is in accordance with accepted current engineering standards and practices and the Minnesota Stormwater Manual.
3. The proposed plan is consistent with reasonable requirements of the public health safety and welfare.
4. The proposed plan is environmentally preferred based on a review of social, economic, and environmental impacts.
5. The proposed plan creates no unusual problems.

2.3 PRE-APPLICATION MEETING

Prior to applying for approval of a permit required under these rules, an applicant is encouraged to have the application reviewed by the District staff at a pre-application meeting.

2.4 APPLICATION

Any person undertaking any activity for which a permit is required by these rules shall, before commencing work, submit to the District a permit application, engineering design data and such other required information so that the District may determine whether the proposed activity complies with the criteria established by these rules. Application forms and guidance materials may be obtained from the District office or website at <https://cooncreekwd.org>. Required exhibits are specified for each rule below.

2.5 TIMING OF APPLICATIONS AND BOARD MEETINGS

Complete applications shall be submitted to the District's office in accordance with an annually established schedule prior to the regularly scheduled Board meeting date.

2.6 AUTHORIZATION TO ENTER AND INSPECT PROPERTY

The application for a permit shall be deemed authorization for District staff and representatives to enter and inspect the property that is subject to application.

2.7 FEES AND SECURITY ESCROWS

2.7.1 POLICY

The District finds that it is in the public interest to conserve the District's water resources by assuring compliance with its rules. Requiring applicants to pay fees for permit administration, review, project inspection and to provide a bond or other surety to secure performance of permit conditions, is an effective way to assure rule compliance and water resource conservation.

The Board of Managers by resolution will establish a schedule of fees and performance sureties that may be amended from time to time to reflect the costs of providing such services or covering potential liabilities to the District. The District will maintain an accounting of all deposits made under this rule. No interest will be paid to applicants for funds held in deposit.

2.7.2 FEES

The District will charge ~~the following fees:~~

~~2. Application Fees: Fee charged for processing permit applications.~~

~~3. Review and Inspection Fee: Fee charged~~ for the actual cost of review and inspection work performed by District staff and consultants on permit applications.

2.7.3 GOVERNMENT AGENCIES EXEMPT FROM FEES

The above fees will not be charged to the federal government, the State of Minnesota, or a political subdivision of the State of Minnesota.

2.7.4 ESCROWS

The District will collect the following escrows from the applicant before a permit is issued. Escrow amounts and procedures will be periodically reviewed and updated by the Board of Managers.

1. Performance Escrow: Escrow collected to ensure performance of permit requirements.
2. Wetland Escrow: Escrow collected to ensure replacement of mitigated wetlands.

2.8 PERMIT APPLICATION REVIEW PROCEDURE

2.8.1 POLICY

Permit applications shall be submitted by the Watershed District Staff to the Board of Managers for public review in accordance with the standards of these rules.

2.8.2 DETERMINATION OF APPLICATION COMPLETENESS

Within 15 days following receipt of any permit application, the District shall determine whether such application is complete. An application is complete if:

1. All of the information required on the permit application and by these rules has been submitted.
2. The required information is free of significant material errors or omissions such that a determination can be made regarding the application's compliance with the District rules.
3. The applicant or the applicant's agent has made a good faith effort to comply with the rules, regulations, and standards of the District.

If the District determines that the application is not complete, the applicant shall be notified in writing via a notice of application status specifying the deficiencies of the application. The Board, Administrator and staff may take no further action on the application until the deficiencies are remedied.

2.8.3 NOTICE OF APPLICATION STATUS

Pursuant to determination of an application's incompleteness or Board action the applicant shall be notified of the status of his or her permit application and the requirements for further action or review. The Notice of Permit Application Status shall contain:

1. The name and address of the owner or applicant.
2. The address of the owner or applicant as it appears on the permit application.
3. The Permit Application Number (PAN) given to the project by the District.
4. A statement specifying the action taken by the Board of Managers (Approve, Tabled, Denied) and the date on which that action was taken.
5. A listing of the issues or concerns that led to the Board action.
6. A statement specifying the information, material and or actions which the applicant must provide to the District to proceed with the permit review and potentially obtain a permit.

2.8.4 REMEDY OF DEFICIENCIES

Following receipt of the notice of application deficiencies from the administrator, the applicant shall have 60 days to submit the information requested by the District. The failure of the applicant to submit such information shall be deemed as a withdrawal of the permit application.

2.8.5 BOARD REVIEW AND BOARD ACTIONS

The Board may approve, deny, or table an application. An application will not be ready for Board consideration unless all substantial technical questions have been addressed and all substantial plan revisions resulting from staff review have been accomplished. Permit decisions will be made by the Board except as delegated to the Administrator by written resolution.

2.8.6 STAFF REPORT

Prior to the public review, the staff shall file a staff report with the Board of Managers and make a copy available to the applicant or applicant's contact. The staff report shall include findings and conclusions of the application's consistency with these rules.

2.8.7 PRESENTATION OF INFORMATION

At the public review of the permit application, the District staff shall present information concerning pertinent application considerations and the standards set out in the District's Comprehensive Management Plan, rules and regulations, and associated policy and guidance documents.

2.8.8 RECORD OF REVIEW

The District Administrator shall ensure that the proceedings of the review are recorded. A copy of the review record may be requested of any person upon application to the District and payment of a fee for transcription, or on order of the Board of Managers. The record shall consist of:

1. The portion of the minutes approved by the Board of Managers addressing the application.
2. All applications, exhibits and papers submitted.
3. All staff reports prepared.

2.9 PERMIT TERMS

All permits when issued shall be signed by the District Administrator, District Engineer, ~~or~~ President of the Board, or other assigned individual.

2.9.1 SCOPE

A permit issued by the Coon Creek Watershed District shall be valid for a period of one year from the date of issuance unless otherwise suspended, revoked, or extended. Construction work authorized under this permit shall be completed on or before the permit's expiration date.

2.9.2 EXTENSIONS

A permit issued under these rules may be extended for a period of one year by the District Administrator, provided there has been no significant change in the policies, rules or laws of the State of Minnesota or the Coon Creek Watershed District.

To extend a permit as provided under this section, the permittee must apply to the District in writing prior to the permit expiration date, stating the reasons for extension.

Permit extensions beyond one year are subject to a review of project progress, reasons for the project being incomplete as well as significant changes in the policies, rules or laws of the State of Minnesota or the Coon Creek Watershed District. In such cases the applicant may be required to reapply for a permit.

2.9.3 ASSIGNMENT

A permittee may assign a District permit only upon consent of the Board of Managers to the assignment. Permit assignment does not extend the permit term.

The Board of Managers may grant the assignment of an issued permit if it finds the following conditions have been met:

1. The proposed assignee in writing agrees to assume all the terms, conditions and obligations of the permit as originally issued to the permittee.
2. The proposed assignee is not changing the project as originally issued.
3. There are no violations of the permit conditions as originally issued
4. The District has received from the proposed assignee any required surety to secure performance of the assigned permit.

2.9.4 APPLICABILITY

A permit from the Coon Creek Watershed District applies only to the project and the plans and calculations approved by the Board of Managers and cited on the permit. If the design, location, or purpose of the project changes applicant shall contact the District to make sure the changes would not violate District rules or applicable state law.

2.9.5 CONDITIONS AND STIPULATIONS

Approval of a permit application by the Board of Managers may include certain conditions to be fulfilled to receive a permit, or stipulations to be fulfilled prior to project closeout for the proposed project to be in compliance with these rules.

2.10 GENERAL PERMIT REQUIREMENTS

The following permit conditions are general and are required of land disturbing activities within the District that meet the permitting thresholds of these rules:

1. The permittee must maintain the activity authorized by this permit in good condition and in conformance with the terms and conditions of this permit.
2. The permittee shall grant access to the site at all reasonable times during and after construction to authorized representatives of the District for inspection of the work authorized hereunder.
3. The permittee shall use best management practices on the project site to minimize the potential for adverse impacts associated with erosion and sedimentation.
4. Permittee shall ensure that the contractor has received and thoroughly understands all conditions of this permit.
5. The District may reevaluate its decision on this permit at any time the circumstances warrant. Circumstances that could require a reevaluation include, but are not limited to, the following:
 - a. Permittee fails to comply with the terms and conditions of this permit.
 - b. The information provided by the permittee or in support of the permit application proves to have been false, incomplete, or inaccurate.
 - c. Significant new information surfaces which this office did not consider in reaching the original public interest decision.

2.11 PERMIT INSPECTIONS

2.11.1 REGULAR COMPLIANCE INSPECTIONS

Regular inspections of the project site may be conducted by District personnel and authorized representatives. Inspections may occur jointly with other agencies inspecting under other water resource, environmental or safety laws.

2.11.2 SCOPE OF INSPECTIONS

Inspections may include, but are not limited to:

1. Reviewing maintenance and repair records.
2. Sampling discharges.
3. Surface water.
4. Groundwater.
5. Material or water in sediment control practices.
6. Evaluating the condition of erosion and sediment control measures and other stormwater management practices.
7. Surveying elevations.

2.11.3 NOTICE OF INSPECTION

Pursuant to an inspection by District staff, the permittee shall be notified of the findings of the inspection. The Notices of Inspection contain the following information:

1. Date of the inspection.
2. Whether construction, or other land disturbing activities is in compliance with the issued permit, approved plan and/or District rules.
3. Variation from the approved plans or activities.
4. Any violations that exist.

2.11.4 VIOLATIONS FOUND DURING INSPECTION

If any violations of District rules are found, the permittee and contact shall be notified in writing of the nature of the violation and the required corrective actions. No additional work shall proceed until any violations are corrected and all work previously completed has received approval by the District and the appropriate municipality.

2.12 CLOSE OUT REQUIREMENTS

2.12.1 AS BUILTS

All permittees are required to submit actual "as built" plans for any stormwater management practices or ditch repairs or an improvement located on site after final construction is completed. This includes but is not limited to any changes to the course, current or cross section of a public ditch, wetland mitigation sites and structural stormwater management practices. The plan must show that the final constructed product match the approved project plans for all stormwater management practices and associated structures, wetland mitigation, modification of public ditches, and utility crossings within acceptable tolerance.

2.12.2 INFILTRATION TEST

A post-construction infiltration test must be performed on each infiltration practice in the presence of District staff and must demonstrate that the constructed infiltration rate meets or exceeds the design infiltration rate standard prior to project acceptance by the District. Permittees may be required to mitigate if infiltration rates are found to exceed 8.3 in/hour. The constructed infiltration rate may exceed the design infiltration rate but may not exceed 8.3 inches per hour.

2.12.3 FLOODPLAIN MITIGATION DOCUMENTATION

Any project resulting in greater than 50 cubic yards of fill is required to provide an as-built survey upon project completion which documents the location and volume of both fill and compensatory storage.

2.12.4 FINAL INSPECTION

A final inspection of the project by the District is required before release of any escrows can occur.

3 STORMWATER MANAGEMENT

3.1 POLICY

It is the policy of the District:

1. To promote, preserve and enhance the water and related land resources of the District.
2. To preserve and improve the quality of the lakes, wetlands, and watercourses within the watershed.
3. To assure control of the rate and volume of stormwater runoff so that surface water and groundwater quantity and quality is protected, soil erosion is minimized, and flooding potential is reduced.
4. Improve the quality of the surface and subsurface discharges to the lakes and wetlands within the watershed by limiting sediment, nutrients, and other contaminants.
5. To implement the nondegradation requirements of the National Pollutant Discharge Elimination Program (NPDES) using 1988 as the baseline year and load allocation reductions or management

practices noted in District adopted Total Maximum Daily Load (TMDL) and related implementation plans.

6. To implement applicable TMDLs.
7. To protect water and related land resources of the District from the adverse effects resulting from poor or incompatible land use activities.
8. To encourage compatibility between land use activities upstream and downstream and natural resource capacity.
9. To regulate land-disturbing activities affecting the course, current or cross section of ditches and water courses.
10. To regulate improvements by riparian property owners of the bed, banks, and shores of lakes, streams, and wetlands for preservation and beneficial use.
11. To maintain the present and natural rate of recharge to the surficial aquifer, and when possible, enhance the rate of surcharge.

3.2 SCOPE AND APPLICABILITY

This policy, regulation, and standards apply to:

1. Land disturbing activities (not including public linear projects) creating 10,000 sf or more of new or fully reconstructed impervious surface. This threshold is cumulative of all impervious surface created or fully reconstructed through single or multiple phases or connected actions on a single parcel or contiguous parcels of land under common ownership, development, or use.
2. Land disturbing activities (not including public linear projects) creating 5,000 square feet or more of new or fully reconstructed impervious surface for non-residential or multifamily residential development, and any part of the disturbance is within one mile of and draining to an impaired water.
3. Public linear projects where the sum of the new and the fully reconstructed impervious surface equals one or more acres.

3.2.1 COMPREHENSIVE STORMWATER MANAGEMENT PLAN

A municipality or public road authority may prepare a comprehensive stormwater management plan setting forth an alternative means of meeting these standards of sections within a defined subwatershed. Once approved by the District and subject to any stated conditions, the plan will apply in place of that section.

3.2.2 SIDEWALKS AND TRAILS

Rule 3 does not apply to sidewalks and trails 10 feet wide or less that are bordered by down-gradient open space or vegetated filter strip with a minimum of at least 5 feet.

3.3 STANDARDS

An applicant must demonstrate that the proposed land disturbance is designed to meet the standards of this subsection. Applicants should adhere to the design standards set forth in the Minnesota Stormwater Manual and further details maintained on the District's website.

3.3.1 MODELING REQUIREMENTS

A hydrograph method or computer program based on sound hydrologic theory shall be used to analyze runoff and water elevations for the proposed project.

1. The runoff from pervious and impervious areas within the model shall be modeled separately. The SCS Curve Number method must be employed, utilizing Atlas 14 or most current rainfall depths for the site location and the MSE3 rainfall distribution shall be used.
2. In determining Curve Numbers for the post-development condition, the Hydrologic Soil Group (HSG) of areas within construction limits shall be shifted down one classification for HSG C (Curve Number 80) and HSG B (Curve Number 74) and ½ classification for HSG A (Curve Number 49) to account for the impacts of grading on soil structure unless the project specifications incorporate soil amendments in accordance with District Soil Amendment Guidelines. This requirement only applies to that part of a site that is being mass graded as part of proposed project.
3. Model should analyze and show compliance with these requirements at each discharge point.

3.3.2 PEAK RUNOFF RATE

Peak stormwater flow rate at each point of site discharge may not increase from the pre-development condition for the 24-hour precipitation event with a return frequency of 2-, 10-, 100- years.

1. For projects that may impact Drainage-Sensitive Use Areas as identified and mapped by the District, the post-development 100-year peak flow rate shall not exceed predevelopment 25-year peak flow rate.
- ~~1.2.~~ When an existing regional stormwater management practice is proposed to manage stormwater runoff, the applicant shall show that the regional stormwater management practice has capacity to manage the stormwater runoff from the project site using Atlas 14 or most current precipitation modeling standards; the applicant has permission to utilize any remaining capacity in the stormwater management practice; the stormwater management practice is subject to maintenance obligations enforceable by the District; and it is being maintained to its original design.

3.3.3 STORMWATER VOLUME MANAGEMENT

1. For all land disturbances other than public linear projects, the water quality volume equal to 1.1 inch of runoff from new and fully reconstructed impervious surface must be captured and infiltrated or otherwise treated. If a project disturbs more than 50 percent of the site or reconstructs more than 50 percent of the existing impervious surface, these standards apply to all impervious surface on the site. Otherwise, the standards will only apply to new and fully reconstructed impervious surface. For public linear projects, the water quality volume equal to 1 inch from new impervious surfaces or 0.5 inches of runoff from the sum of new and fully reconstructed impervious area, whichever is greater, must be captured and infiltrated or otherwise treated. The allowable infiltration rates by soil type may be found in Appendix B.
2. Volume control stormwater management practices designed consistent with guidance in the MPCA Stormwater Manual or additional standards established by the District must be incorporated into the site design to minimize the creation of new impervious surface and reduce existing impervious surfaces, minimize the amount of directly connected impervious surface, preserve the infiltration capacity of the soil, provide treatment for water quality, and limit increases in runoff volume exiting the site to the extent feasible considering site-specific conditions.
 - a. Pretreatment. An infiltration or filtration practice must be designed and maintained so that ~~particulates settle~~80 percent TSS is removed before the stormwater discharges into the infiltration or filtration portion of the system. A pretreatment device such as a vegetated filter strip, small sedimentation basin, or water quality inlet (e.g., grit chamber) must be included in the design and sized according to MPCA Stormwater Manual guidance. ~~The use of manufactured treatment devices must be supported by data sufficient to document that the device removes at least 80% TSS.~~

- b. Infiltration may not be used as a volume control practice when the system would be constructed in areas:
 - i. that receive discharges from vehicle fueling and maintenance areas.
 - ii. containing contaminated soil or groundwater.
 - iii. where soil infiltration rates are more than 8.3 inches per hour unless soils are amended to slow the infiltration rate below 8.3 inches per hour.
 - iv. with less than three feet of separation from the bottom of the infiltration system to the seasonally saturated soils or the top of bedrock.
 - v. of predominately Hydrologic Soil Group D (clay) soils.
 - vi. in an Emergency Response Area (ERA) within a Drinking Water Supply Management Area (DWSMA).
 - vii. outside of an ERA within a DWSMA classified as high or very high vulnerability.
 - viii. that receive stormwater runoff from: automobile salvage yards; scrap recycling and waste recycling facilities; hazardous waste treatment, storage, or disposal facilities; or air transportation facilities that conduct deicing activities.
 - ix. Within 1000 feet upgradient of 100 feet down gradient of active Karst features.
- ~~c. If a stormwater management practice depends on the hydrologic properties of soils (e.g., infiltration basins), then a soils report shall be submitted. The soils report shall be based on on-site boring logs or soil pit profiles. The number and location of required soil borings or soil pits shall be determined based on what is needed to determine the suitability and distribution of soil types present at the location of the control measure.~~
- ~~e.d. For applications proposing infiltration, pre-construction field evaluation of soil infiltration rates in accordance with ASTM 3385 for double ring infiltrometer testing or other approved method is highly encouraged.~~
- ~~d.e. If the volume standard is not fully met by a volume reduction practice, other stormwater management practices must be used to provide the remaining volume equivalent, using the volume conversion factors found in Appendix C. For alternative practices not found in the Appendix or to deviate from a volume conversion factor, the applicant may submit a volume conversion factor, expressed as annual percentage removal efficiency, with supporting technical data, for District approval.~~
- ~~e.f. If regulatory, hydrologic, topographic or landscape conditions (e.g. drainage sensitive uses, TMDL or nondegradation requirements) warrant greater control than that provided by the minimum control requirements, the District reserves the right to impose additional requirements deemed necessary to control the volume, timing and rate of runoff.~~
3. For single-family residential development, the runoff from impervious surface other than parking or driving surface that, in the District's judgment, cannot reasonably be routed to a stormwater management practice is considered effectively treated for water quality if:
 - a. The length of the flow path across the impervious surface is less than the length of the flow path across the pervious surface to which it discharges; and
 - b. The pervious surface is vegetated and has an average slope of five percent or less.

3.3.4 WATER QUALITY

The following water quality standards apply:

1. The water quality volume required by section 3.3.3 of these rules must be captured and treated for total phosphorus using a stormwater management practice listed in Appendix C.
2. Runoff from existing, undisturbed impervious surface that is not being treated prior to the same receiving water and not required to be treated by section 3.3.3 may be treated in-kind for new or fully reconstructed impervious surface. ~~Except for Public Linear projects, the in-kind area may not~~ to exceed 15 percent of the proposed new or fully reconstructed impervious surface. Public linear projects are not limited to the maximum 15 percent.

3. For all untreated surface subject to regulation under this rule, TSS must be removed to the maximum extent practicable.
4. Total water quality volume for the project must be provided in aggregate pursuant to subsection 3.3.3. For Public Linear Projects, water quality treatment volume for fully reconstructed impervious surface, if required by section 3.3.3, must be provided only to the extent feasible.
5. Provide stormwater treatment practices to remove 80% of the average annual post development total suspended solids (TSS) per discharge location unless otherwise specified by a TMDL or nondegradation requirement.
6. Stormwater discharges to critical areas with sensitive resources or where a TMDL is in place may be subject to additional performance standards or may need to utilize or restrict certain stormwater management practices.
7. For public linear projects, where the entire water quality volume cannot be treated within the existing right-of-way, a reasonable attempt to obtain additional right-of-way, easement, or other permission to treat the stormwater during the project planning process must be made. Volume reduction practices must be considered first. Volume reduction practices are not required if the practices cannot be provided cost effectively. If additional right-of-way, easements, or other permission cannot be obtained, the applicant must maximize the treatment of the water quality volume prior to discharge from the District.
8. For non-linear projects, where the full water quality volume cannot cost effectively be treated on the site of the original construction activity, the applicant must identify locations where off-site treatment projects can be completed. If the entire water quality volume is not addressed on site, the remaining water quality volume must be addressed through off-site treatment in accordance with the following:
 - a. Off-site treatment areas are selected in the following order of preference:
 - i. locations that yield benefits to the same receiving water that receives runoff from the original construction activity;
 - ii. locations within the same Department of Natural Resource (DNR) catchment area as the original construction activity;
 - iii. locations in the next adjacent DNR catchment area up-stream; or
 - iv. locations anywhere within the District.
 - b. Off-site treatment must involve the creation of new structural stormwater management practices or the retrofit of existing structural stormwater management practices, or the use of a properly designed structural stormwater management practice which has the capacity to treat the remaining water quality volume.
 - c. Off-site treatment projects must be completed no later than 24 months after the start of the original construction activity.

3.3.5 DISCHARGES INTO WETLANDS

1. ~~Discharges into wetlands~~Activity subject to this rule ~~should must~~ not cause extreme fluctuations of water levels. ~~Discharges that exceed the standards below shall be considered and regulated as adverse impact. Bounce in water level, duration of inundation, and runoff elevation must not deviate from the standards shown in the table below for any wetlands in which surface hydrology is altered as a result of the project.~~ Mixed type wetlands must conform with the most restrictive standard. Wetland susceptibility classifications can be found in Appendix D.

Wetland Type Standard	Highly Susceptible	Moderately Susceptible	Slightly Susceptible	Least Susceptible
Storm Bounce (2- & 10-year event)	Existing	Existing + 0.5 ft	Existing + 1 ft	No limit
Discharge Rate	Existing	Existing	Existing or less	Existing or less

Inundation Period on 1- & 2-year event	Existing	Existing + 1 day	Existing + 2 days	Existing + 7 days
Inundation Period on 10-year event and greater	Existing	Existing + 7 days	Existing + 14 days	Existing + 21 days
Run out control	No change	No change	0'-1 ft above RO	0-4 ft above RO

- Stormwater must be treated to achieve at least 80% annual removal efficiency for total suspended solids (TSS) prior to discharging into a wetland.

~~3.3.6 LANDLOCKED BASINS~~

~~If a drainage system is proposed to outlet to a landlocked basin, sufficient storage volume must be provided to retain back-to-back 100-year, twenty-four hour rainfalls and runoff.~~

~~3.3.83.3.6~~ **LOW FLOOR FREEBOARD**

~~For activity subject to this rule that may impact new or existing New development including buildings and habitable structures,~~ and stormwater management practices shall be constructed such that the lowest basement floor elevations are at least 2 feet above the 100-year high water level under 1 foot above the emergency overflow.

Basins that are landlocked must provide sufficient storage volume to retain back-to-back 100-year, twenty-four-hour rainfall runoff. Landlocked basins must be constructed such that the lowest basement floor elevations are at least 2 feet above the back-to-back 100-year high water level.

If such vertical separation cannot be achieved, an alternate calculation method based on Darcy's Law may be used to evaluate groundwater seepage effects. Such method may be approved if the applicant provides sufficient site-specific hydrologic and geotechnical data demonstrating that the proposed calculation is appropriate and provides evidence that groundwater seepage will not impact applicable low floors.

The freeboard criteria may be deemed met when the structure does not have the required vertical separation but is protected from surface flooding to the required elevation by a berm or other natural or constructed topographic feature capable of providing flood protection.

3.4 SUBMITTALS

The applicant must submit the following with its permit application:

- A construction plan set referenced to the NAVD 1988 or most recent datum that includes:
 - Existing site conditions.
 - Proposed site conditions, including grading, structures, utilities, roads, and easements.
 - Water features, including delineated wetland boundaries and floodplain where appropriate.
 - Stormwater management practice design details.
 - Preliminary plat of any proposed subdivision.
 - Ditch easements.
- Calculations: Hydrologic and hydraulic design calculations for the pre-development and post-development conditions for the design storms specified in this rule at each discharge point from the project. Such calculations shall include:

- a. Description of the design storm frequency, intensity, and duration.
 - b. Time of concentration.
 - c. ~~Use of the SCS Curve Number method. Soil Curve Numbers or runoff coefficients.~~
 - d. Peak runoff rates and total runoff volumes for each discharge point.
 - e. Infiltration rates.
 - f. Culvert capacities.
 - g. Flow velocities.
 - g-h. Documentation of 80 percent TSS removal at each discharge point from the project site and pretreatment methods, as applicable.
 - h-i. Identification of existing and proposed drainage areas for each wetland basin, if applicable and the bounce and duration for existing and all proposed stormwater discharges.
 - i-j. Documentation of sources for all computation methods and field test results.
 - j-k. Demonstrate concurrence with regional pond or subdivision drainage plans approved by the District, if applicable.
3. ~~Soils Information: If a stormwater management practice depends on the hydrologic properties of soils (e.g., infiltration basins), then a~~ soils report shall be submitted. The soils report shall be based on on-site boring logs or soil pit profiles. The number and location of required soil borings or soil pits shall be determined based on ~~MPCA guidance, also the table~~ provided in Appendix E. Boring logs must be referenced to the NAVD 1988 or most recent datum. Soil borings or pits submitted as part of the soils report must have been completed within the last 5 years. It is recommended to identify the elevation of seasonally saturated soils in areas of proposed infiltration to verify separation from the bottom of an infiltration practice.
- 3.4. If infiltration practices are proposed to meet the requirements of this rule, a contaminated soils assessment checklist or Phase 1 Environmental Site Assessment must be submitted. If contaminated soils are present, a contaminated soils assessment must also be submitted.
- 4.5. Maintenance Plan: A maintenance plan must be submitted for all stormwater practices and associated structures required under these rules, and subject to a Maintenance Agreement per section 3.5.2, to ensure their continued function. This plan must include at a minimum:
- a. The parts or components of a stormwater management practice that need to be maintained.
 - b. Detailed maintenance and repair procedures to ensure continued function of the stormwater management practice.
 - c. An inspection and maintenance schedule.
 - d. Responsible parties for inspection and maintenance.
 - e. Equipment and skills or training necessary.
 - f. Provisions for the periodic review and evaluation of the effectiveness of the maintenance program.
 - g. Need for revisions or additional maintenance procedures.
- 5.6. Landscaping Plan: The applicant must present a detailed plan for management of vegetation at the site after construction is finished, including:
- a. The party(ies) responsible for the maintenance of vegetation at the site.
 - b. The practices that will be employed to ensure that adequate vegetative cover is preserved established, including within vegetated stormwater BMPs.

3.5 MAINTENANCE REQUIREMENTS

3.5.1 MAINTENANCE EASEMENTS

1. The applicant must ensure access to all stormwater treatment practices at the site for the purpose of inspection and repair by securing all the maintenance easements needed on a permanent basis. These easements will be recorded with the plan and will remain in effect even with transfer of title to the property.

2. The applicant must dedicate maintenance easements on all new plats and developments on public ditches as follows:
 - a. A 200-foot easement (100 feet either side of centerline) will be required on Coon Creek from the Mississippi River to Lexington Ave. (C.S.A.H. #17).
 - b. A 200-foot easement (100 feet either side of centerline) on Sand Creek from Coon Creek to Central Ave. (T.H. #65).
 - c. A 100-foot easement (50 feet either side of centerline) on designated county ditches within the watershed, including Coon Creek and Sand Creek upstream of the sections identified in a & b of this section, and Riverview, Pleasure, Springbrook, Stonybrook, and Oak Glen Creeks.

3.5.2 MAINTENANCE AGREEMENT

A maintenance agreement is required for all stormwater practices that will not be maintained as part of standard municipal public work activities. The maintenance agreement must include the elements required in the maintenance plan cited in section 3.4 of these rules.

The applicant must record the maintenance agreement with the county recorder/registrar before any land-altering activity occurs on the site. Applicant/permittee must then provide the District a copy of the recorded document.

If a responsible party fails or refuses to meet the requirements of the maintenance agreement, the District, after reasonable notice, may correct a violation of the design standards or maintenance needs by performing necessary work to place the facility in proper working condition and charge the responsible party.

3.5.3 MAINTENANCE INSPECTIONS

For all stormwater practices that will not be maintained as part of standard municipal public work activities, the responsible parties for maintenance shall inspect all stormwater management practices under their jurisdiction by July 30 of each year. The purpose of the inspection will be to document maintenance and repair needs and ensure compliance with the requirements of this rule and accomplishment of its purposes.

These maintenance and repair needs may include removal of silt, litter and other debris from all catch basins, inlets and drainage pipes, grass cutting and vegetation removal, and necessary replacement of landscape vegetation. Any maintenance needs found must be addressed in a timely manner, as determined by the District, and the inspection and maintenance requirement may be increased as deemed necessary to ensure proper functioning of the stormwater management facility.

3.5.4 RECORDS OF INSTALLATION AND MAINTENANCE ACTIVITIES

Parties responsible for the operation and maintenance of a stormwater management practice shall make records of the installation and of all maintenance and repairs and shall retain the records for at least five years. These records shall be made available to the District during inspection of the facility and at other reasonable times upon request.

4 SOILS AND EROSION CONTROL

4.1 POLICY

It is the policy of the District:

1. To reduce the siltation into, and the pollution of water bodies and streams.
2. To guide, regulate and control the design, construction, use and maintenance of development to promote water quality and prevent pollution.
3. To control and minimize pollution caused by erosion and sedimentation.
4. To reduce siltation to, and the pollution of, water bodies and streams.

4.2 SCOPE AND APPLICABILITY

This policy, regulation and standards apply to:

1. Land disturbing activities or removal of vegetative cover on lands of 1 acre or more of cumulative disturbance.
2. Land disturbing activities or removal of vegetative cover on 10,000 square feet or more of cumulative disturbance, if any part of the disturbed area is within 300 feet of and drains to a waterbody.
3. Land disturbing activities or removal of vegetative cover on 5,000 square feet if any part of the disturbed area is within 50 feet of and drains to a waterbody.
4. Any other land disturbing activity that requires a permit under any other District rule.

4.2.1 EXCEPTIONS

The following land-disturbing activities are excepted from these requirements:

1. Any emergency activity that is immediately necessary for the protection of life, property, or natural resources.
2. Existing nursery or agricultural operations conducted as a permitted main or accessory use.

4.3 STANDARDS

An applicant for an erosion and sediment control permit must demonstrate compliance with the following standards:

1. The applicant must prepare and receive District approval of an Erosion and Sediment Control Plan that meets the following criteria:
 - a. The erosion and sediment control practices shall be consistent with the specifications of the MPCA manual "Protecting Water Quality in Urban Areas," as amended, and the specifications of the NPDES/SDS Construction Stormwater General Permit, as amended.
 - b. Erosion and sediment control practices shall be sufficient to retain sediment on site.
 - ~~c. Soils with a soil erodibility factor of 0.15 or greater must be stabilized within 24 hours.~~
 - ~~d. Permanent or temporary stabilization of disturbed areas must be initiated immediately when construction activity has permanently or temporarily ceased on any portion of the site and will not resume for a period exceeding 7 days. and be fully stabilized~~
Stabilization must be completed no later than within 7 days after construction activity has permanently or temporarily ceased.
 - ~~e. The plan must include practices adequate to protect stormwater management practices to be used for post-construction stormwater infiltration or filtration.~~
2. All erosion and sediment controls proposed for compliance must be in place before any land-disturbing activity begins.
3. While land disturbing activity is in progress, the approved Erosion and Sediment Control Plan must be followed. Erosion and Sediment Control measures in place must be maintained and repaired in accordance with the plan. Additional or alternative measures may be required based on actual site conditions.

2.4. Temporary sediment control measures must remain in place until the site is permanently stabilized with at least 70 percent uniform density of expected vegetation.

4.4 SUBMITTALS

The applicant must submit with its permit application the following:

1. A topographic map including existing and proposed grades, soils, forest cover, hydrologic features and other resources protected under other provisions of this rule, city rule or state statute, and clear identification of areas where grading will occur or soils will be exposed by removal of vegetative cover. This must also include a quantification of the total area of land disturbance.
2. A sequence of construction of the development site, including clearing and grubbing, rough grading, construction of utilities, infrastructure, and buildings; and final grading and landscaping. Sequencing shall identify the expected date on which clearing will begin and the duration of exposure of cleared areas, areas of clearing, installation of temporary erosion and sediment control measures, and establishment of permanent vegetation.
3. Clear identification of all temporary erosion and sediment control measures which will remain in place until permanent vegetation or other permanent stabilization is established.
4. Clear identification of all permanent erosion control measures such as outfall spillways and riprap.
5. Clear identification of staging areas, as applicable.
6. Identification and location of any floodplain or wetland area. A delineation may be required depending on the proximity of the proposed disturbance to a wetland.
7. Identification of proposed dewatering and basin-draining activities, and provisions for treating discharge for sediment, oil, and grease in accordance with the MPCA Construction Stormwater General Permit Dewatering and Basin Draining section.
8. Seeding mixtures and rates, types of sod, method of seed bed preparation, expected seeding dates, type and rate of fertilizer application, and kind and quantity of mulching for both temporary and permanent vegetative control measures.
9. Provisions for maintenance of control practices, including easements and estimates of the cost of maintenance. Identification of and contact information for the party responsible for the maintenance of all erosion and sediment control practices must be included.
10. Provisions for permanent stabilization of the site after construction, including identification of and contact information for the party responsible for the maintenance of vegetation at the site, and what practices will be employed to ensure that adequate vegetative cover is preserved.
11. Documentation that the project applicant has applied for the NPDES Permit from the Minnesota Pollution Control Agency (MPCA), when applicable.
12. A Stormwater Pollution Prevention Plan for projects that require an NPDES Permit.

5 WETLANDS

5.1 POLICY

It is the policy of the District:

1. To provide for the protection, preservation, proper maintenance and use of wetlands.
2. To minimize the disturbance to wetlands and to prevent damage from excessive sedimentation, eutrophication, or pollution.
3. To protect and enhance the ecological function of wetlands and the benefits and values they provide to society.

5.2 SCOPE AND APPLICABILITY

This policy, regulation and standards apply to:

1. Activities which result in the filling, draining, excavating, or otherwise altering the hydrology of a wetland.

5.3 STANDARDS

The Minnesota Wetland Conservation Act (WCA), as amended, and its implementing rules contained in Minnesota Rules Chapter 8420, as amended, are incorporated as part of this rule and govern all draining, filling, and excavating in wetlands.

Any person proposing to impact a wetland in the District is subject to and must establish compliance with the Wetland Conservation Act, as amended, standards and criteria, including but not limited to sequencing and replacement.

5.3.1 STORMWATER DISCHARGE

Stormwater drainage may be discharged to wetlands provided treatment of said discharge as noted in Section 3.3.5 is accomplished. Diversion of stormwater to wetlands shall be considered for existing or planned surface drainage provided such diversion is in compliance with state law and all necessary easements have been obtained.

5.3.2 PROHIBITED ACTIVITIES

Within area(s) delineated as wetland, the applicant and property owner shall not:

1. Fill or place materials, substances, or other objects, nor erect or construct any type of structure, temporary or permanent, except as specified in the Wetland Conservation Act.
2. Drain or cause to be drained through ditching pumping or alteration of the wetlands water source or actions which adversely change the wetlands hydroperiod such that the wetland can become non-wetland, except as specified in the Wetland Conservation Act.
3. Excavate or dig except as specified in the Wetland Conservation Act.
4. Clear vegetation, pond water or alter the landscape position in a manner that results in adverse environmental impact.

5.4 SUBMITTALS

The applicant must submit with its permit application the following:

1. A site plan showing property lines and delineation of lands in which the applicant has an ownership or legal interest; existing and proposed elevation contours, including existing runoff elevation and flow capacity of the wetland outlet; and area of the wetland proposed to be filled, drained, or excavated.
2. A complete delineation of all existing wetland(s), including data sheets with complete and detailed information on field indicators (soils, vegetation, and hydrology) and summary report. Wetland delineations must be performed during the growing season. Wetland boundaries must be staked in the field and easily identifiable.
3. The total wetland acres, wetland types and number of jurisdictional wetland basins on the property.
4. The size and nature of proposed impact to each wetland and the reason the impact is unavoidable shall be identified.
5. The wetland dependence of each proposed impact of the project shall be determined.

6. The nature and scope of the appropriate Wetland Conservation Act exemption shall be noted if applicable.
7. Alternatives to avoid and minimize each proposed impact.

6 FLOODPLAIN

6.1 POLICY

It is the policy of the District:

1. To secure safety from floods.
2. To prevent loss of life, property damage, and the losses and risks associated with flood conditions.
3. To preserve the location, character, and extent of natural drainage courses.
4. To preserve the natural integrity of drainage patterns.
5. To provide a storm and surface water system capable of handling a 100-year storm.

6.2 SCOPE AND APPLICABILITY

This policy, regulation, and standards apply to:

1. Land disturbing activities within the floodplain as mapped and modeled by the District, as amended.

6.3 STANDARDS

1. The existence of floodplain on the property must be determined.
2. Proposed floodplain impacts must be identified and quantified.
3. Fill within the floodplain is prohibited unless compensatory storage volume is provided within the relevant reach and in the same permit term. Compensatory storage must be provided such that the floodplain storage volume after encroachment is equal to or greater than the floodplain storage volume prior to encroachment.
4. Proposed projects that affect the conveyance capacity of channels or crossings shall document that equivalent hydraulic capacity is provided. When hydraulic equivalents are not desired or feasible for the proposed project, the District will review hydraulic information prepared by the applicant which details easement acquisition or permission for increased flood levels (upstream or downstream of the project), emergency overflow elevations, and assessment of the adequacy of the outlet as generally described in M.S. 103E.
5. Construction or development subject to flood damage must have a minimum floor elevation of at least 2 feet above the 100-year floodplain.
6. Any structures or embankments within the floodplain shall be capable of passing the 100-year flood without increasing the elevation of the floodplain or creating excessive velocities as determined by the District.
7. A one-time deposition of floodplain fill that is less than 50 cubic yards does not require compensatory storage. This standard applies per parcel, or on a per project, per floodplain basis for public linear projects.

6.4 SUBMITTALS

The applicant must submit the following with its permit application:

1. Site plan showing boundary lines, delineation and existing elevation contours of the work area, ordinary high water level, and floodplain. All elevations shall be referenced to NAVD ~~(1988~~or most recent~~)~~ datum).
2. Grading plan showing any proposed elevation changes.
3. Preliminary plat of any proposed subdivision.
4. Determination by a registered professional engineer of the floodplain elevation before and after the proposed activity, if required.
5. Computation of the change in flood storage capacity as a result of the proposed alteration or fill.
6. Erosion and sediment control plan which complies with these rules.
7. Soil boring logs and report if available or other data documenting the local groundwater elevation.

7 DRAINAGE, BRIDGES, CULVERTS, AND UTILITY CROSSINGS

7.1 POLICY

It is the policy of the District to:

1. Maintain ditch and conveyance systems within the watershed to fulfill the role identified within the District's Comprehensive Management Plan and Minnesota Statutes Chapter 103E.
2. Promote, preserve, and enhance the water and related land resources of the District.
3. Protect the water and related land resources of the District from the adverse effects resulting from poor or incompatible land use activities.
4. Encourage compatibility between land use activities upstream and downstream.
5. Regulate land-disturbing activities affecting the course, current, cross section and quality of ditches and water courses.
6. Regulate improvements by riparian property owners of the bed, banks, and shores of lakes, streams, and wetlands for preservation and beneficial use.
7. Protect stream channels from degradation.
8. Regulate crossings of ditches and watercourses in the District to maintain channel profile stability and conveyance capacity.

7.2 SCOPE AND APPLICABILITY

This permit requirement is in addition to any procedures that may be required for public ditches under Minnesota Statutes 103E or other applicable ditch law.

This policy, regulation and standards apply to:

1. All land disturbing activities which construct, improve, repair, or alter the hydraulic characteristics of a bridge profile control or culvert structure on a creek, public ditch, or major watercourse.
2. Land disturbing activities which involve a pipeline or utility crossing of a creek, public ditch, or major watercourse.
3. All land disturbing activities which construct, improve, repair or alter the hydraulic characteristics of a ~~conveyance-private ditch~~ system that extends across two or more parcels of record not under common ownership and has a drainage area of 200 acres or greater, including by placing or altering a utility, bridge or culvert structure within such a system. No permit is required to repair or replace an element ~~within~~of a ~~private conveyance-ditch~~ system owned by a government entity when the hydraulic capacity of the system will not change.

7.3 STANDARDS

1. Every person owning property through which a ditch or watercourse passes, or such person's lessee, shall keep and maintain that part of the ditch or watercourse within the property, free of trash, debris, excessive vegetation, and other obstacles that would pollute, contaminate, obstruct, or significantly retard the flow of water, or access for maintenance or repair of the ditch or other watercourse.
2. The owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.
3. The natural drainage system shall be used as far as is feasible for storage and flow of runoff. Stormwater drainage may be discharged to wetlands, retention basins or other treatment practices. Temporary storage areas or retention basins scattered throughout developed areas shall be encouraged to reduce peak flow, erosion damage, and construction cost.
4. The widths of a constructed waterway shall be sufficiently large to adequately channel runoff from a ten (10) year storm. Adequacy shall be determined by the expected runoff when full development of the drainage area is reached.
5. No fences or structures shall be constructed across the waterway that will reduce or restrict the flow of water.
6. The banks of the waterway shall be protected with permanent vegetation.
7. The gradient of the waterway bed should not exceed a grade that will result in a velocity that will cause erosion of the banks of the waterway.
8. Prior to realignment or repair, alternative measures to conserve, allocate and use the water should be considered (versus removing it from the area and watershed.) The need for repair of the ditch or watercourse shall be determined.
9. Water inlets, culvert openings and bridge approaches shall have adequate shoulder and bank protection to minimize soil erosion.
10. Bridge and culvert crossings must:
 - a. Provide equivalent hydraulic capacity as existing condition.
 - b. Retain existing navigational capacity.
 - c. Not adversely affect water quality.
 - d. Represent the minimal impact solution to a specific need with respect to all other alternatives.
 - e. Be constructed to allow for future erosion, scour and sedimentation considerations.
 - f. Provide for biota passage consistent with MnDOT's Minnesota Guide for Stream Connectivity and Aquatic Organism Passage Through Culverts.
11. All placement or replacement of pipelines or utility lines that cross ditches or waterways of the District shall be placed so that the top elevation is at least 4 feet below approved low elevation of ditch or waterway in order to avoid or minimize damage to the line during maintenance or repair of the ditch. This elevation is to be provided by the District.
12. Comply with all federal, state and District wetland protection rules and regulations.

7.4 SUBMITTALS

The applicant must submit the following with its permit application:

1. For construction, improvement, or repair of a public or private drainage system:
 - a. Map showing section of the ditch or drainage system to be maintained.
 - b. Depth, in feet, proposed to be dredged.
 - c. Plan for placement of dredge material.
 - d. Plan for final vegetative cover of dredge. Evidence that the affected property owners have been contacted and will allow access for maintenance purposes.
 - e. Construction schedule.
 - f. Narrative describing construction methods.
 - g. An erosion control plan that complies with these rules.

2. For construction, improvement or repair of bridges, culverts and crossings:
 - a. Plans and details showing:
 - i. Existing and proposed flow line (invert) elevations.
 - ii. End details with flared end sections, wingwalls and/or riprap (energy dissipators).
 - iii. Size and description of structure.
 - iv. Emergency overflow elevation and route.
 - v. Separation of four (4) feet from bottom of approved low elevation of ditch or waterway to top of utility crossing.
 - b. Construction schedule.
 - c. Narrative describing construction methods.
 - d. An erosion control plan that complies with these rules.
 - e. Discussion of potential effects on water levels upstream and downstream of the project area and computations of watershed area, peak flow rates and elevations if required.

8 BUFFERS

8.1 POLICY

It is the policy of the District to:

1. Protect State water resources from erosion and runoff pollution.
2. Stabilize soils, shores, and banks.
3. Protect and provide riparian corridors.
4. Address management of the "Additional Waters" provision of M.S. 103F.48 and identified by the Anoka Conservation District criteria in 2017.
5. Address management of riparian lands of high or outstanding ecological value.

8.2 APPLICABILITY AND SCOPE

This policy, regulation, and standards apply to:

1. Any land disturbing activity that requires a permit under any other District rule and any part of the disturbed area is adjacent to one of the following water resources:
 - a. Public Waters as defined under M.S. 103G
 - b. Waters determined as "Additional" under M.S. 103F.48
 - c. High or Outstanding Ecological Value Waters
 - d. Public ditch proposed to be improved under M.S. 103E.215 by being deepened or widened from the constructed condition.
 - e. Impaired waters or waters exceeding state water quality standards.
- e.2. Standards do not apply to linear projects or projects that only consist of grading activities.

8.3 STANDARDS

1. Continuous vegetated buffers must be established and maintained in perennially rooted vegetation.
2. Buffer Width Requirements

Water Resource Type	Minimum Width (ft)	Average Width (ft)
Public Water (under M.S. 103G)	30	50

"Other" Waters (under M.S. 103F.48)	16.5	16.5
Public ditch improvement	16.5	16.5
High or Outstanding Ecological Value Waters and Impaired Or Exceeding Waters:		
Type 3, 4, or 5 wetlands; Lakes; Watercourses of stream order 3,4,5	15	25
Type 1, 2, 6, 7 or 8 wetlands; Watercourses of stream order 1, 2.	10	15

9. The buffer width must be measured from the top or crown of the bank. Where there is no defined bank, measurement must be from the edge of the normal water level. For wetlands, the measurement must be from an approved delineated boundary.
10. The buffer will be considered compliant if it, on average, meets the applicable average buffer width requirement, and is no less than the listed minimum width at any point. Only buffer up to 200 percent of the average width will be counted in determining average buffer.
11. When more than one water resource type is present, the most protective buffer will apply.
12. Buffers shall be identified within each parcel by permanent monumentation at each parcel line where it crosses a buffer strip and shall have a maximum spacing of 200 feet along the edge of the buffer. Buffer monuments shall be approved by the District.

8.4 SUBMITTALS

The applicant must submit the following with its permit application:

1. Plans and details showing:
 - a. Applicable water resources.
 - b. The proposed buffer area with averaging calculations if necessary.
 - c. Placement of permanent buffer monuments.
 - d. Proposed design and text for permanent buffer monuments.

9 ILLICIT DISCHARGE

9.1 ILLICIT DISCHARGE PROHIBITION

No person shall discharge or cause to be discharged into the drainage system, storm drain system or watercourses of the District any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than stormwater.

1. The following discharges are exempt from discharge prohibitions established by this rule:
 - a. Water line flushing or other potable water sources.
 - b. Landscape irrigation or lawn watering.
 - c. Diverted stream flows.
 - d. Rising ground water.
 - e. Uncontaminated groundwater infiltration to storm drains.
 - f. Uncontaminated pumped ground water.
 - g. Foundation and footing drains.
 - h. Firefighting activities.
 - i. Air conditioning condensation.

- j. Springs.
 - k. Water from crawl space pumps.
 - l. Individual residential car washing.
 - m. Flows from riparian habitats and wetlands.
 - n. Dechlorinated swimming pool discharges.
 - o. Street wash water.
 - p. Other water sources not containing pollutants.
2. Discharges specified in writing by the District, or other federal, state, or local agency as being necessary to protect the public health and safety.
 3. Dye testing is an allowable discharge but requires a verbal notification to the District prior to the time of the test.
 4. The prohibition shall not apply to any non-storm water discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the Federal Environmental Protection Agency, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.

9.2 ILLICIT CONNECTIONS PROHIBITED

1. The construction, use, maintenance, or continued existence of illicit connections to the public drainage system is prohibited.
2. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
3. A person is considered to be in violation of this rule if the person connects a line conveying sewage to the public drainage system, or allows such a connection to continue.

10 WAIVERS AND VARIANCES

10.1 WAIVERS

The District Board or Administrator may grant a waiver from the District requirements of this rule in whole or in part upon written request of the applicant, provided that at least one of the following conditions applies:

1. It can be demonstrated that the proposed project is not likely to impair attainment of the purpose and intent of this rule.
2. Alternative minimum requirements for on-site management of water and related land resources have been established in a plan that has been approved by the District and the implementation of the plan is required by local ordinance.
3. Provisions are made to manage stormwater by an off-site facility, such as a regional pond or wetland bank. The off-site facility is required to:
 - a. Be in place.
 - b. Be designed and adequately sized to provide a level of control that is equal to or greater than that which would be afforded by on-site practices.
 - c. Have a legally obligated entity responsible for long-term operation and maintenance of the stormwater practice.
4. The District finds that meeting the minimum on-site management requirements is not feasible due to the natural or existing physical characteristics of a site.

10.2 VARIANCES

The Board of Managers may grant a variance from the literal provisions of the District's rules, regulations, and policies where:

1. The strict enforcement of the rules would cause undue hardship because of circumstances unique to the property under consideration.
2. It is demonstrated that such action will be in keeping with the spirit and intent of the District rules, regulations, and policies.
3. The proposed activity for which the variance is sought will not adversely affect the public health, safety, or welfare.

10.2.1 TERM

A variance will expire on expiration of the District's approval or permit associated with the variance request.

10.2.2 VIOLATIONS

A violation of any condition set forth in a variance will be a violation of the District rules and will automatically terminate the variance.

10.2.3 CONDITIONS

The Board of Managers may require as a condition of the waiver, or variance:

1. Such dedication or construction, or agreement to dedicate or construct as may be necessary to adequately meet said standards and requirements.
2. An alternative analysis that clearly demonstrates that no other feasible alternatives exist, and that minimal impact will occur as a result of the project or development.
3. Site design, landscape planting, fencing, signs, and water quality best management practices to reduce adverse impacts on water quality, streams, wetlands, and floodplains.

11 ENFORCEMENT AND PENALTIES

11.1 VIOLATIONS

A violation of these rules is a misdemeanor subject to the penalties as provided by Minnesota law.

11.2 NOTICE OF VIOLATION

When the District determines that an activity is **not** being carried out in accordance with the requirements of these rules, the District shall issue a written 'Notice of Violation' to the owner of the property or permittee. The notice of violation shall contain:

1. The name and address of the owner or applicant.
2. The address when available or a description of the land upon which the violation is occurring.
3. A statement specifying the nature of the violation.
4. A description of the remedial measures necessary to bring the activity into compliance with this rule and a time schedule for the completion of such remedial action.
5. A statement of penalty that may be assessed.

11.3 REMEDIAL METHODS

Remedial measures required to bring an activity into compliance may require without limitation:

1. The performance of monitoring, analysis, and reporting.
2. The elimination of illicit connections and discharges.
3. That violating discharges, practices, or operations shall cease and desist.
4. The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property.
5. The implementation of source control or treatment BMPs.

11.4 APPEAL OF NOTICE OF VIOLATION

A Notice of Violation may be appealed to the District by filing a written notice of appeal within 15 days of service. Hearing of the appeal before the Board of Managers shall take place at the next regularly scheduled Board meeting that is at least 13 days from the date of receipt of the notice of appeal

11.5 STOP WORK ORDERS

The District may issue a Stop Work Order when it finds that a proposed or initiated activity or project presents a serious threat of soil erosion, sedimentation, or an adverse effect upon water quality or quantity, or violates any District rule or permit condition. Persons receiving such an order will be required to halt all construction activities. This "stop work order" will be in effect until the District confirms that the activity is in compliance and the violation has been satisfactorily addressed.

11.6 RESTORATION OF LANDS

Any violator may be required to restore land to its undisturbed condition. In the event that restoration is not undertaken within a reasonable time after notice, the District may take necessary corrective actions, the cost of which shall be paid by the responsible party.

11.7 ATTORNEY FEES AND COSTS

In any civil action arising from or related to these rules, an order, agreement, permit issued or denied by the District, the court may award the prevailing party reasonable attorney fees and costs.

12 ADOPTION OF RULE

12.1 SEVERABILITY

If the provisions of any article, section, subsection, paragraph, subdivision, or clause of this rule shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any article, section, subsection, paragraph, subdivision, or clause of this rule.

Compatibility with Other Requirements

This rule is not intended to interfere with, abrogate, or annul any other ordinance, rule or regulation, statute, or other provision of law. The requirements of this rule should be considered minimum requirements, and where any provision of this rule imposes restrictions different from those imposed by any other ordinance, rule or regulation, or other provision of law, whichever provisions are more restrictive or impose higher protective standards for human health or the environment shall be considered to take precedence.

12.2 PRIOR RULES AND REGULATIONS

All prior rules and parts of rules and amendments to rules in conflict with this rule are hereby repealed.

12.3 CERTIFICATION OF RULES

I, _____, Secretary of the Coon Creek Watershed District Board of Managers, certify that the attached is a true and correct copy of the rules of the Coon Creek Watershed District having been properly adopted by the Board of Managers of the Coon Creek Watershed District.

Dated: _____, 202~~62~~

Secretary of the Coon Creek Watershed District

APPENDIX A: DEFINITIONS

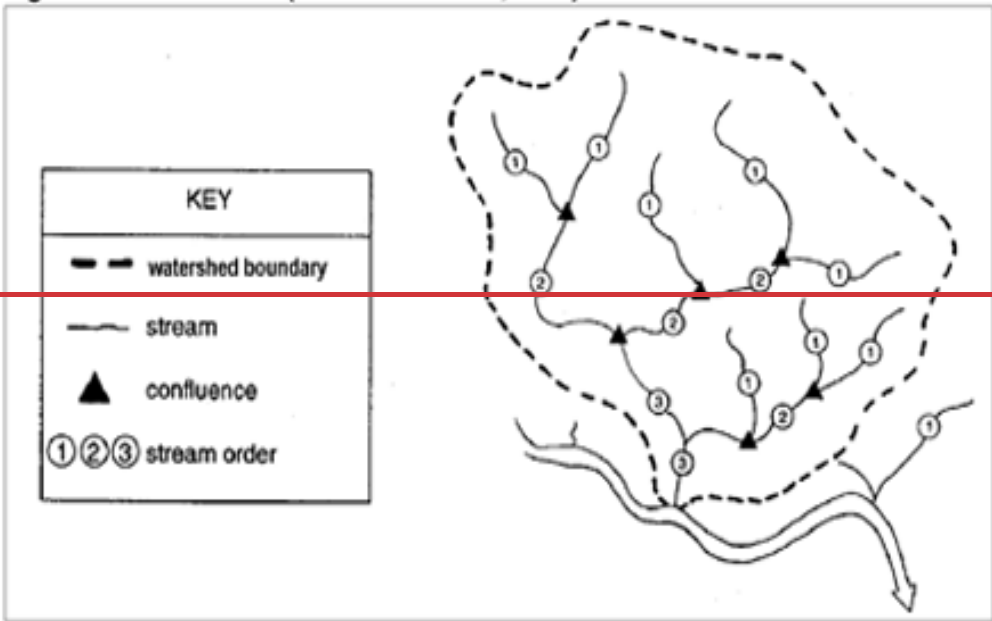
Term	Definition
Additional Waters	Waterbodies identified by the Anoka Conservation District that may benefit from perennially vegetated riparian buffers as a requirement under M.S. 103F.48 Subd. 4.
Adjacent	Joined by a continuous surface connection with obvious down-slope direction of flow, or within the 100-year floodplain of the waterbody in question.
Applicant	A property owner who has filed an application for a permit.
Atlas 14	The National Oceanic and Atmospheric Administration (NOAA) Atlas 14, Volume 8. A tool, published in 2013, that revises precipitation frequency estimates.
Best Management Practice (BMP)	Structural device, measure, facility, or activity that helps to achieve stormwater management control objectives at a designated site. Schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.
Board	The Board of Managers of the Coon Creek Watershed District.
Buffer	A vegetated area bordering a lake, watercourse, or wetland that exists or is established to protect a waterbody. Alteration of this vegetated area is strictly limited. It consists of perennial rooted vegetation and protects the water resources of the state from runoff pollution; stabilizes soils, shores, and banks; and protects or provides riparian corridors.
Building	~~Any structure, either temporary or permanent, having walls and a roof, designed for the shelter of any person, animal, or property.~~
Channel	A natural or artificial watercourse with a definite bed and banks that conducts continuously or periodically flowing water.
Control Measure	A practice or combination of practices to control erosion and attendant pollution.
Conveyance System	~~Open channel, pipe, or tile that is not part of a public drainage system.~~
Dedication	The deliberate appropriation of property by its owner for general public use.
District	The Coon Creek Watershed District.
Drainage Sensitive uses	Those land uses dependent upon the subsurface lateral effect of drainage ditches.
Drinking Water Supply Management Area (DWSMA)	Areas containing a wellhead protection area but outlined by clear boundaries, like roads or property lines. The DWSMA is managed in a wellhead protection plan, usually by a city.

Term	Definition
Emergency Response Area (ERA)	Areas surrounding public water supply wells where water has a one-year travel time to the well. ERAs are used to prioritize and manage potential contamination sources in the DWSMA.
Erosion and Sediment Control Plan	A plan that is designed to minimize the accelerated erosion and sediment runoff at a site during construction activities.
Extreme Fluctuations	Changes in the volume, elevation or timing of the discharge or storage of water that can result in adverse impact to the biogeochemical character of the receiving resource.
Floodplain	The elevation of water resulting from the critical duration flood event, as mapped by the Coon Creek Watershed District district-wide model and as the Coon Creek Watershed District may refine on the basis of site-specific data.
Flow Velocities	~~A condition where the rate of volume of water flowing exceeds the design capability of the conveyance system.~~
Fully Reconstructed Impervious Surface	An area where impervious surface is removed down to the underlying native soil, and the underlying native soil (as distinguished from roadway subbase material) is disturbed. The following are among those actions that do not constitute impervious surface reconstruction: structure renovation; impervious surface mill, reclamation and overlay; paving of an existing gravel road that will remain rural-section road; hard surface removal and replacement associated with an isolated maintenance activity (as opposed to broader-scale replacement) such as repair of a catch basin or pipe section or replacement at the same hydraulic capacity; and pedestrian ramp installation.
Function	~~The biogeochemical processes that sustain the wetland at the site and landscape levels. Specifically, the geomorphic setting, water source and hydrodynamics that contribute to sustaining wetlands.~~
Growing Season	~~The part of the year during which rainfall and temperature allow plants to grow. This can be determined by observable indicators on site such as soil temperatures of 41°F at 12 inches below the soil surface or aboveground growth development of vascular plants.~~
High Ecological Value Water	Waters identified by the Minnesota County Biological Survey as High Ecological Value Waters.
Hydric Soil	~~Soils that are saturated, or ponded long enough during the growing season to develop anaerobic conditions in the upper part.~~
Hydrologic Soil Group (HSG)	A Natural Resource Conservation Service classification system in which soils are categorized into four runoff potential groups. The groups range from A soils, with high permeability and little runoff production, to D soils, which have low permeability rates and produce much more runoff.
Illicit Connections	Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system including but not limited to any conveyances which allow any non-storm water discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency or, Any drain or conveyance connected from a commercial or

Term	Definition
	industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.
Illicit Discharge	Any direct or indirect non-storm water discharge to the storm drain system, except as exempted. Illicit discharges may include discharges from illicit connections with measurable flow during dry weather containing pollutants or pathogens.
Impaired Water	A waterbody that fails to meet one or more water quality standards, which protect waterbodies by defining how much of a pollutant can be in the water before it is no longer drinkable, fishable, swimmable, or useable in other designated ways (beneficial uses).
Impervious Surface	A compacted surface, or a surface covered with material that increases the depth of runoff compared to natural soils and land cover. Including but not limited to roads, driveways, parking areas, sidewalks and trails, patios, sport courts, swimming pools, building roofs, covered decks, and other structures.
Improvement or Ditch Improvement	Any activity which deepens straightens or increases the "as constructed" capacity of a ditch. This may include the grading, digging, cutting, scraping, or excavating of soil, placement of fill materials, paving, construction, and substantial removal of vegetation.
Infiltration	The process of percolating stormwater into the subsoil.
Infiltration Practice	Any structure or device designed to infiltrate retained water to the subsurface. These practices may be above grade or below grade.
Inundation Period	The period of time ~~from the high water level within the wetland from additional stormwater discharged during a storm event to the existing normal water level that the storm water temporarily stored in a wetland exceeds the normal water elevation of the wetland.~~
Land Disturbing Activity	Any activity which changes the volume or peak flow discharge rate of rainfall runoff from the land surface or has the potential to cause detrimental offsite impacts from erosion and sedimentation. This may be due to wind or water erosive forces. This may include the grading, digging, cutting, scraping, or excavating of soil, placement of fill materials, paving, construction, substantial removal of vegetation, or any activity which bares soil or rock or involves the maintenance, repair, improvement, diversion or piping of any natural or man-made watercourse. In-kind replacement or repair of surfaces that do not expose the underlying soils is not considered land disturbance provided rates and volumes of discharge are unchanged. The term does not include normal farming practices as part of an ongoing farming operation.
Landlocked Basin	A basin lacking an outlet at an elevation at or below the water level produced by the 24 hour, 100-year storm event.
Landowner	The legal or beneficial owner of land, including those holding the right to purchase or lease the land, or any other person holding proprietary rights in the land.
Maintenance Agreements	A legally recorded document that acts as a property deed restriction, and which provides for long-term maintenance of stormwater management practices.
Major Watercourse	Any watercourse with a contributing drainage area of 200 acres or more.
Managers	The Board of Managers of the Coon Creek Watershed District.

Term	Definition
Maximum Extent Practicable (MEP)	Within the limits of available technology and the practical and technical limits of a site and project, an applicant has reduced discharge of pollutants from stormwater to the maximum extent practicable (MEP) when the Board finds that he/she has made a good faith effort in meeting the following requirements: 1. The proposed plan is capable of being done from an engineering point of view. 2. The proposed plan is in accordance with accepted engineering standards and practices. 3. The proposed plan is consistent with reasonable requirements of the public health safety and welfare. 4. The proposed plan is environmentally preferred based on a review of social, economic, and environmental impacts, and 5. It would create no unusual problems.
MSE 3	A specific precipitation distribution developed by the United States Department of Agriculture (USDA), Natural Resource Conservation Service (NRCS), using precipitation data from Atlas 14.
Municipality	City or township wholly or partly within the watershed.
Nonpoint Source Pollution	Pollution from any source other than from any discernible, confined, and discrete conveyances, and shall include, but not be limited to, pollutants from agricultural, silvicultural, mining, construction, subsurface disposal, and urban runoff sources.
One Year Event	A storm event that has a 99% chance of occurring in any given year.
Ordinary High Water Level	The highest water level elevation that has been maintained for a sufficiently long period of time to leave evidence upon the landscape. The OHW is commonly that point where the natural vegetation changes from predominantly aquatic to predominantly terrestrial. If an OHW has been established for a waterbody by the Minnesota Department of Natural Resources, it will constitute the OHW under this definition.
Outstanding Ecological Value Water	Waters identified by the Minnesota County Biological Survey as Outstanding Ecological Value Waters.
Person	Any individual, firm, corporation, partnership, franchisee, association, or governmental entity.
Pollutant	Anything which causes or contributes to pollution including nonpoint source pollution and discharges from illicit connections. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, rules, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.
Public Waters	Waters of the state as defined in Minnesota statutes, section 103G.005, subdivision 15.
Pre-development Condition	The average conditions of a site over the 20 years prior to the time that the plans for development are approved by the Coon Creek Watershed District.

Term	Definition
Public Linear Project	A project involving a roadway, sidewalk, trail or utility not part of an industrial, commercial, institutional or residential development.
Recharge	The replenishment of underground water reserves.
Redevelopment	~~The rebuilding, repair, or alteration of a land surface for which over 50% of the parcel involved is disturbed by a land disturbing activity.~~
Relevant Reach	That portion of the stream course and floodplain that would experience an increase in stage as a result of floodplain fill.
Repair or Ditch Repair	Any activity which returns a ditch or conveyance system to its "as constructed" elevation or slope. This may include the grading, digging, cutting, scraping, or excavating of soil, placement of fill materials, paving, construction, or substantial removal of vegetation.
Seasonally Saturated Soils	The highest ~~known seasonal~~ elevation ~~of saturated~~ in the soils in a reduced chemical state because of voids filled with water causing anaerobic conditions. ~~Seasonally saturated soil is as indicated evidenced~~ by redoximorphic features within the soil profile ~~or other information determined by scientifically established methods or empirical field measurements.~~
Sediment	Solid matter carried by water, sewage, or other liquids.
Shall	Is mandatory and not permissive.
Significant Material Change	Changes to grading, drainage, erosion control or other plans reviewed by the Watershed District that exhibit an identifiable or measurable change or difference from prior reviewed or submitted plans. The material change is significant if it results or can result in an adverse impact to property or resources not previously identified.
<u>Site</u>	<u>A parcel or contiguous parcels of record on which activity subject to these rules is proposed. For linear projects, site means the area defined by the project's construction limits.</u>
Stop Work Order	An order issued which requires that all construction activity on a site be stopped.
Stormwater	Any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation and resulting from such precipitation.
Stormwater Management	The use of structural or non-structural practices that are designed to reduce storm water runoff pollutant loads, discharge volumes, and/or peak flow discharge rates.
Stormwater Pollution Prevention Plan (SWPPP)	A document which describes the Best Management Practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to Stormwater, Stormwater Conveyance Systems, and/or Receiving Waters to the Maximum Extent Practicable.
Stormwater Runoff	Flow on the surface of the ground, resulting from precipitation.
Stormwater Management Practice	Measures, either structural or nonstructural, that are determined to be the most effective, practical means of preventing or reducing point source or nonpoint source pollution inputs to stormwater runoff and water bodies.

Term	Definition
Streams	Perennial and intermittent watercourses identified through site inspection and US Geological Survey (USGS) maps. Perennial streams are those which are depicted on a USGS map with a solid blue line. Intermittent streams are those which are depicted on a USGS map with a dotted blue line.
Stream Order	A classification system for streams based on stream hierarchy. The smaller the stream, the lower its numerical classification. For example, a first-order stream does not have tributaries and normally originates from springs and/or seeps. The approach consists of systematically ordering the branches and tributary streams. The extent of branching is an indication of the size and extent of the drainage network of the watershed. It influences the timing of peaks at a given point in the watershed as well as water quality. Figure 1: Stream Order (Source: Schueler, 1995)  The diagram illustrates a watershed boundary as a dashed line. Inside, a network of streams is shown as solid lines. Black triangles indicate confluences where smaller streams join larger ones. Stream order is assigned based on the number of tributaries: first-order streams (1) are headwaters with no tributaries; second-order streams (2) have one tributary; and third-order streams (3) have two tributaries. The streams converge towards a single outlet at the bottom right of the watershed.
Structure	Anything manufactured, constructed or erected which is normally attached to or positioned on the land, including portable structures, earthen structures, roads, parking lots and paved storage areas.
Total Maximum Daily Load (TMDL)	A Total Maximum Daily Load, or TMDL, is a regulation designed to improve water quality by controlling the amount of a pollutant entering a water body.
Undue hardship	The owner cannot make reasonable use of their property.
Water Quality Volume (WQv)	The storage needed to capture and treat 90% of the average annual stormwater runoff volume. Numerically (WQv) will vary as a function of long-term rainfall statistical data.
Waterbasin	An enclosed natural depression with definable banks capable of containing water.
Waterbody	A waterbasin, watercourse, or wetland as defined in these rules.

Term	Definition
Watercourse	A channel with definable beds and banks, either natural or man-made, which is capable of conducting surface water runoff from adjacent land.
Watershed	An area of common drainage.
Welfare	An act or thing that tends to improve, benefit, or contribute to the safety or well-being of the general public, or benefit the inhabitants of the watershed district.
Wellhead Protection Areas	Areas surrounding public water supply wells that contribute groundwater to the well. In these areas, contamination on the land surface or in water can affect the drinking water supply.
Wetland Functions	The biogeochemical processes that sustain the wetland at the site and landscape levels.
Wetland	An area identified as wetland under Minnesota Statutes section 103G.005, subdivision 19.

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APPENDIX B: INFILTRATION RATES**ALLOWABLE INFILTRATION RATES BY SOIL SERIES**

Soil Series	Soil Texture	Hydrologic Soil Group	Infiltration Rate (in/hr)
*Alluvial	Loamy fine sand	D	<0.2
*Anoka	Loamy fine sand	A	0.8 / 1.63
*Becker	Very fine sandy loam	B	0.3 / 0.6
*Blomford	Loamy fine sand	D/B	<0.2 / 0.6
*Braham	Loamy fine sand	B	0.3 / 0.6
*Cathro	Muck (Sapric)	D/A	<0.2 / 1.63
*Dickman	Sandy loam	B	0.3 / 0.6
Duelm	Loamy coarse sand	A	0.8 / 1.63
*Hayden	Fine sandy loam	B	0.3 / 0.6
Hubbard	Coarse sand	A	0.8 / 1.63
Isan	Sandy loam	D/B	<0.2 / 0.6
Isanti	Fine sandy loam	D/B	<0.2 / 0.6
*Kratka	Loamy fine sand	D/B	<0.2 / 0.6
Lino	Loamy fine sand	A	0.8 / 1.63
Markey	Muck (Sapric)	D/A	<0.2 / 1.63
Marsh		D/A	<0.2 / 1.63
*Meehan	Sand	A	0.8 / 1.63
Millerville	Muck (Hemic)	D/A	<0.2 / 1.63
Nymore	Loamy sand	A	1.63
Rifle	Muck (Hemic)	D/A	<0.2 / 1.63
*Rondeau	Muck (Sapric)	D/A	<0.2 / 1.63
Sartell	Fine sand	A	0.8 / 1.63
Seelyeville	Muck (Sapric)	D/A	<0.2 / 1.63
Soderville	Fine sand	A	0.8 / 1.63
Zimmerman	Fine sand	A	0.8 / 1.63

APPENDIX C: CONVERSION FACTORS

TP REMOVAL FACTORS FOR PROPERLY DESIGNED STORMWATER MANAGEMENT PRACTICES

Stormwater Management ~~inf~~	Design Type	TP Removal Factor ¹
Infiltration ²	Infiltration Feature	1.00
Water Reuse ²	Irrigation	1.00
Biofiltration	Underdrain	0.65
Filtration	Sand or Rock Filter	0.50
Stormwater Wetlands	Shallow Wetland	0.40
	Pond/Wetland	0.55
Stormwater Ponds ³	Wet Pond	0.50
	Multiple Pond	0.60

Adapted from Table 7.4 from the Minnesota Stormwater Manual, MPCA

¹ Refer to the Minnesota Stormwater Manual for additional information on BMP design and performance. Removal factors shown are for average annual TP removal efficiencies ~~for~~ intended to be used solely for comparing the performance equivalence of various BMPs.

² These BMPs reduce volume.

³ Stormwater ponds must be designed in accordance with the Minnesota Stormwater Manual. To ensure removal of 80 percent TSS, wet ponds must be at least design-level 2 according to the Minnesota Stormwater Manual. Level 2 ponds must meet the following criteria:

3. Dead (or permanent) storage of at least 1800 cubic feet per acre of drainage area.
4. Permanent storage volume must reach a depth of at least 3 feet and must have no depth greater than 10 feet.
5. Discharge rate of the water quality volume does not exceed 5.66 cubic feet per second per acre of surface area of the pond.
6. Flow path length to pond width ratio is 1:1 to 3:1. A ratio of 3:1 is recommended.

Volume Calculations:

The water quality volume is calculated as follows:

- If the project will disturb greater than 50% ~~or greater~~ of the existing site:
 - Required treatment volume (cubic feet) = Entire site impervious surface (square feet) × 1.1 (in) ÷ TP Removal Factor ÷ 12 (in/ft)
- If the project will disturb less than 50% of the existing site:
 - Required treatment volume (cubic feet) = New and fully reconstructed impervious surface (square feet) × 1.1 (in) ÷ TP Removal Factor ÷ 12 (in/ft)

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APPENDIX D: WETLAND CLASSIFICATIONS

WETLAND SUSCEPTIBILITY BY TYPE

Highly Susceptible ¹	Moderately Susceptible	Slightly Susceptible	Least Susceptible
Sedge Meadows	Shrub-Carrs	Floodplain Forests	Sand/Gravel Pit
Open Bogs	Alder Thickets	Fresh (Wet) Meadows ²	Cultivated Hydric Soil
Coniferous Bogs	Fresh (Wet) Meadows	Shallow Marshes ³	Dredged/Fill Material Disposal Sites
Calcareous Fens	Shallow Marshes	Deep Marshes ³	
Low Prairies	Deep Marshes		
Coniferous Swamps			
Lowland Hardwood Swamps			
Seasonally Flooded Basins			

¹. All Scientific and Natural Areas and pristine wetlands should be considered in this category regardless of wetland type.

². Dominated by *Phalaris arundinacea* (Reed Canary Grass).

³. Dominated by *Phalaris arundinacea* (Reed Canary Grass), *Typha sp.* (Cattail), *Phragmites australis* (Giant Reed), or *Lythrum salicaria* (Purple Loosestrife).

APPENDIX E: NUMBER OF SOIL BORINGS OR PITS

Surface Area of Stormwater Management Practice (sqft)	# of Borings or Pits
<1,000	1
1,000 to 5,000	2
5,000 to 10,000	3
>10,000	4 ¹

¹An additional soil boring or pit should be completed for each additional 2,500 sqft above 12,500 sqft

COON CREEK WATERSHED DISTRICT

NOTICE OF PUBLIC HEARING ON PROPOSED RULE REVISION

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

Monday, October 26, 2026

5:30 PM

Coon Creek Watershed District

13632 Van Buren St NE

Ham Lake, MN 55304

Please take notice that the Coon Creek Watershed District (CCWD) Board of Managers has scheduled a public hearing to receive public comment under Minnesota Statute 103D.341 regarding the CCWD proposed rule revisions on Monday, October 26, 2026 at 5:30 p.m. Information regarding the proposed rule revisions can be viewed on the CCWD website, www.cooncreekwd.org, or at the District office, 13632 Van Buren St. NE, Ham Lake, MN 55304.

Written comments can be directed by email to Erin Margl, emargl@cooncreekwd.org, or by mail at the above address. Written comments must be received by Noon, Monday, October 26, 2026.

COON CREEK WATERSHED DISTRICT

MEETING DATE: October 12, 2026
AGENDA NUMBER: 12
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.