

BOARD MEETING AGENDA

**Board Room Coon Creek Watershed District Offices
Tuesday, May 28, 2024 5:30 p.m.**

Board of Managers:

Jim Hafner, President; Erin Lind, Vice President; Jason Lund, Secretary; Mary Campbell, Treasurer; Dwight McCullough, Member at Large

Note: Individuals with items on the agenda or who wish to speak to the Board are encouraged to be in attendance when the meeting is called to order.

- 1. Call to Order**
- 2. Approval of the Agenda** (*Additions/Corrections/Deletions*)
- 3. Announcements**
- 4. Open Mic/Public Comment**

*Members of the public at this time may address the Board, for **up to three minutes**, on a matter not on the Agenda. Individuals wishing to be heard must sign in with their name and address at the door. Additional comments may be accepted in writing. Board action or discussion should **not** be expected during the presentation of public comment/open mic. Board members may direct staff to research the matter further or take the matter under advisement for consideration at a future Board meeting.*

CONSENT ITEMS

The consent agenda is considered as one item of business. It consists of routine administrative items or items not requiring discussion. Items can be removed from the consent agenda at the request of a Board member, staff member or a member of the audience.

- 5. Approval of Minutes of May 13, 2024**
- 6. Approval of Bills for Payment**

POLICY ITEMS

- 7. Joint Powers Agreement with Anoka County on Lower Coon Creek**

PERMIT ITEMS

- 8. 24-020 CenterPoint Energy -152nd Ave**
- 9. 23-077 Coon Rapids Strip Mall**
- 10. 24-021 Gateway Fiber**
- 11. 24-002 Ham Lake Lot Adjustment**

DISCUSSION ITEMS

- 12. Proposed Process and Timeline for District Administrator's Review**
- 13. 2025 Budget Projected Operating Costs**
- 14. 2025 Budget Projected 2025 Capital Equipment**

INFORMATIONAL ITEMS

- 15. Legislative Summary – LMC**

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, May 13, 2024, at the Coon Creek Watershed District Office.

1. Call to Order

The meeting was called to order at 5:30 PM

Board Members Present: Erin Lind, Jim Hafner, Dwight McCullough, & Mary Campbell

Board Members Absent: Jason Lund

Staff Present: Tim Kelly, Bobbie Law, Erin Margl, Corinne Elfelt, & Michelle Ulrich

Staff Present via Zoom: Erik Bye & Dawn Doering

2. Approval of the Agenda

Board Member Campbell moved to amend the agenda, moving Permit Items 10 & 11 to the Consent Agenda. Seconded by Board Member Lind. The motion carried with 4 yeas (Board Members Lind, Hafner, Campbell, and McCullough) and no nays.

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

3. Announcements

No Announcements were made.

4. Open Mic/Public Comment

No one was present for comment.

CONSENT ITEMS

5. Approval of Minutes of April 22, 2024

6. Administrator's Report

7. Advisory Committee Report

8. Approval of Bills:

Claims totaling \$179,937.10 on the following disbursement list will be issued and released upon Board approval.

Vendor	Amount
V0002--DOERING, DAWN R	26.70
V0008--US BANK	13,826.61
V0010--A1 FLOOR AND CARPET CARE INC	1,076.25
V0015--ANOKA COUNTY MN	1,000.00
V0025--CITY OF BLAINE	3,800.00
V0026--CITY OF COON RAPIDS	52,000.00
V0026--CITY OF COON RAPIDS	2,350.00
V0026--CITY OF COON RAPIDS	4,040.00
V0030--CONNEXUS ENERGY	238.00
V0045--HANS HAGEN HOMES INC	6,250.00
V0052--LOFFLER COMPANIES INC	202.52
V0054--MICHELLE J ULRICH PA	4,460.75
V0090--CENTERPOINT ENERGY-UTILITY	222.23
V0110--RESPEC COMPANY LLC	1,170.00
V0112--ELFELT, CORINNE K	148.39
V0138--RMB ENVIRONMENTAL LABORATORIES INC	216.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	72.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	165.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	501.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	165.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	72.00
V0138--RMB ENVIRONMENTAL LABORATORIES INC	144.00
V0195--STANTEC CONSULTING SERVICES INC	16,021.59
V0195--STANTEC CONSULTING SERVICES INC	6,216.75
V0195--STANTEC CONSULTING SERVICES INC	10,266.00
V0195--STANTEC CONSULTING SERVICES INC	21,383.15
V0195--STANTEC CONSULTING SERVICES INC	1,470.00
V0221--ABDO LLP	3,327.50
V0242--METRO I NET	5,398.00
V0276--ULINE	-394.65
V0276--ULINE	1,945.06
V0287--TONY WOLTERS	178.50
V0288--NORHART	4,956.25
V0289--BOSER CONSTRUCTION INC	2,716.55
V0290--BOULDER CONTRACTING INC	3,148.75
V0291--Stone Construction Inc.	294.00
V0292--Master Machine Inc.	3,100.00
V0293--Little North Fork LLC	3,211.25
V0294--Landform Professional Services LLC	1,528.55
V0295--Allina Health System	1,373.40
V0296--FRESHWATER SCIENTIFIC SERVICES	1,650.00
Grand total	179,937.10

The following Permit Items were moved to the Consent Agenda.

10. Crosstown Blvd Trail

The purpose of this project, located between Bluebird St NW and Xeon St N in Andover, is to construct a trail and private culvert replacement. The staff recommendation was to

approve permit application number P-24-017 with 2 conditions as presented in the staff report:

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,750.00.

Rule 4.0 – Soils and Erosion Control

2. Update the erosion and sediment control plan to include a note to stabilize soils and soil stockpiles within 24 hours of inactivity.

11. MnDOT Pond Dredging

The purpose of this project, located in Ham Lake, is to construct a single-family home residential development and associated stormwater treatment features. The staff recommendation was to approve permit application number P-24-019 with 2 conditions and 1 Stipulation as presented in the staff report:

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$4,750.00.

Rule 4.0 – Soils and Erosion Control

2. Update the erosion and sediment control plan to include a note to stabilize soils and soil stockpiles within 24 hours of inactivity.

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

1. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001).

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

POLICY ITEMS

9. Review Administrator's Performance and Contract

Mr. Kelly outlined his currently expired contract for employment. Managers discussed if an employment contract is common for District Administrator positions and the Administrator's plan for the succession. Mr. Kelly did not provide an estimated date for retirement.

Board Member Campbell made a motion to extend Tim Kelly's employment contract for 90 days and order a new updated contract to be developed during that time. Seconded by Board Member McCullough. The motion carried with 4 yeas (Board Members Lind, Hafner, Campbell, and McCullough) and no nays.

Managers developed a review committee to complete a review of the Administrator's performance; to be comprised of the District President and Vice President. Mr. Kelly discussed his role and review processes. Mr. Kelly stated that he would provide a timeline for the process at the next meeting. President Hafner requested to see the amended contract to compare it with the previous versions.

Board Member McCullough made a motion to appoint the President and Vice-President to a committee to review the Administrator and the revised employment contract. Seconded by Board Member Campbell. The motion carried with 4 yeas (Board Members Lind, Hafner, Campbell, and McCullough) and no nays.

PERMIT ITEMS

12. Swedish Chapel Estates

The purpose of this project, located in Blaine and Coon Rapids, is to dredge three MnDOT ponds.

Ms. Margl gave an overview of the proposed project. The main concerns are stormwater runoff and wetland protection, which will be mitigated by multiple stormwater installations and wetland bank credits. She noted that proof of a wetland credit purchase will be required before the permit is issued.

Managers discussed what a wetland bank is and how it benefits the resource. Mr. Kelly outlined replacement rates for wetland banking.

Managers reviewed the project map and the associated labeling.

The staff recommendation was to approve permit application number P-24-019 with 3 conditions and 3 stipulations as presented in the staff report plus one additional stipulation not included in staff report - Proof of wetland credit purchase:

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$19,000.00.

Rule 3.0 – Stormwater Management

2. Include existing conditions/removals sheets in the construction plans.

Rule 4.0 – Soils and Erosion Control

3. Update the erosion and sediment control plan Sheet C2.2 to stabilize soils and soil stockpiles within 24 hours of inactivity.

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

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

Board Member Campbell made a motion to approve permit P-42-019 with 3 Conditions and 3 stipulations. As stated in the Application Review Report. As well as an additional Stipulation that the applicant provide proof of purchase of the wetland banking credits prior to the permit being issued. Seconded by Board Member Hafner. The motion carried with 4 yeas (Board Members Lind, Hafner, Campbell, and McCullough) and no nays.

DISCUSSION ITEMS

13. Forecast of Revenues

Mr. Kelly explained that the two items of pressing matter that include: fees associated with the regulatory department, specifically the escrow account, and property tax changes based on the implementation of the updated comprehensive plan.

Managers discussed the Pareto principle. The Pareto principle states that for many outcomes, roughly 80% of consequences come from 20% of causes.

Mr. Kelly outlined his plan to call and discuss the budget with county commissioners. He highlighted the importance of board members being able to educate their commissioners on the need for and importance of funding natural resources before it becomes more expensive in the future.

Board Member McCullough highlighted the District's history regarding budgeting.

Board Member Campbell made a motion to receive the revenue outlook report. Seconded by McCullough. The motion carried with 4 yeas (Board Members Lind, Hafner, Campbell, and McCullough) and no nays.

14. Estimated Salaries and Benefits

Mr. Kelly highlighted that the District has no request for new employee positions in 2025. The estimation of benefits for current employees is unknown currently.

Managers discussed the possibility that the District could be underbudgeting for employee benefit costs after being removed from Anoka County's benefit and health insurance programs. They discussed the possibility of partnerships with other organizations for health insurance and benefits.

Board Member McCullough made a motion to receive the estimated salaries and benefits report. Seconded by Board Member Lind. The motion carried with 4 yeas (Board Members Lind, Hafner, Campbell, and McCullough) and no nays.

15. Estimated Professional Services

Mr. Kelly highlighted the budgeted percentage increases for IT and GIS services in 2025.

Managers discussed the process of acquiring professional services and the requirements of the District to go out for bid for services.

Managers discussed the accuracy of the estimated budget for HR professional services to be acquired in 2025.

Board Member Campbell made a motion to receive the estimated professional services report. Seconded Board Member by Hafner. The motion carried with 4 yeas (Board Members Lind, Hafner, Campbell, and McCullough) and no nays.

INFORMATIONAL ITEMS

16. Star Tribune - Blaine reveals plans for National Sports Center (NSC) new district

This article outlines a large re-development of an area in Blaine. Mr. Kelly noted that this project is in the early phases. District staff are already working with a nearby brew pub regarding stormwater.

17. Star Tribune - Northtown Mall update - Metro area's second Asia Mall to open in 2025

This article announced new plans for an Asia Mall in the former Herberg's space and Backer Furniture store in North Town Mall.

Managers discussed the recent Alternative Urban Areawide Review (AUAR), its connection to this new project, and groundwater water levels in the area.

18. Article -TMDL progress/lack in Chesapeake Bay

This article outlines the Chesapeake Bay Program (CBP) announced new results yesterday, derived from its Watershed Model, that estimate jurisdictions in the Chesapeake Bay watershed have made progress towards meeting their 2025 pollution reduction goals. Mr. Kelly highlighted the fact that Chesapeake Bay is usually a leader in stormwater and water quality.

ADJOURN

Board Member Lind moved to adjourn at 6:39 p.m. Seconded by Board Member Campbell. The motion carried with 4 yeas (Board Members Lind, Hafner, Campbell, and McCullough) and no nays.

President

Draft

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: May 28, 2024
AGENDA NUMBER: 6
ITEM: Bills to Be Paid

FISCAL IMPACT: Budgeted
POLICY IMPACT: Policy

REQUEST
Approve bills

BACKGROUND

Claims totaling \$176,821.41 on the following disbursement list will be issued and released upon Board approval.

Vendor	Amount
V0015--ANOKA COUNTY MN	148,467.06
V0285--ASSURED SECURITY	7,388.01
V0024--CITY OF ANDOVER	8,005.00
V0033--DELL MARKETING LP	2,614.20
V0051--LENNAR FAMILY OF BUILDERS	4,860.06
V0090--CENTERPOINT ENERGY-UTILITY	99.43
V0128--YTS COMPANIES LLC	1,662.50
V0138--RMB ENVIRONMENTAL LABORATO	237.00
V0138--RMB ENVIRONMENTAL LABORATO	72.00
V0138--RMB ENVIRONMENTAL LABORATO	144.00
V0138--RMB ENVIRONMENTAL LABORATO	216.00
V0138--RMB ENVIRONMENTAL LABORATO	207.00
V0247--POOP 911 OF MPLS STP LLC	914.25
V0297--GCM CONSTRUCTION	573.66
V0298--DOUG PAULSON	1,361.24
Grand total	176,821.41

Item 6: Bills to be Paid Page 2 of 2

Company name:	Coon Creek Watershed District									
Created on:	5/22/2024									
Vendor name	Bill number	Date	Fund name	Department name	Account	Capital Project ID	Grant ID	Transaction amount	Memo	
1044-166981										
	POOP911 OFMPLS STP LLC	1044-166981	5/1/2024	General Fund	Public & Governmental Affairs	61549	PROJ23-602	G22-001	675.75	4 WEEKS CLEAN UP SERVICE MAY24
	POOP911 OFMPLS STP LLC	1044-166981	5/1/2024	General Fund	Public & Governmental Affairs	61549	PROJ23-602	G22-001-M	238.50	4 WEEKS CLEAN UP SERVICE MAY24
Sum for 1044-166981									914.25	
10740851589										
	DELL MARKETIN GLP	10740851589	4/3/2024	General Fund	Administration	61101			2,614.20	CUST5300021446679 RUGGED TABLET
Sum for 10740851589									2,614.20	
10982621-0524										
	CENTERPOINT ENERGY UTILITY	10982621-0524	5/17/2024	General Fund	Administration	62225			99.43	ACCT10982621-4 CCWD MAY2024
Sum for 10982621-0524									99.43	
33525										
	YTS COMPANIES LLC	33525	5/8/2024	General Fund	Operations & Maintenance	61251	PROJ23-400		1,662.50	23COD RMPAN23-009 PC FORESTRY
Sum for 33525									1,662.50	
B012699										
	RMB ENVIRONMENTAL LABORATORIES INC	B012699	5/8/2024	General Fund	Water Quality	61549	PROJ24-515b		237.00	WOB012699 MONITORING
Sum for B012699									237.00	
B012700										
	RMB ENVIRONMENTAL LABORATORIES INC	B012700	5/13/2024	General Fund	Water Quality	61549	PROJ24-515b		72.00	WOB012700
Sum for B012700									72.00	
B012702										
	RMB ENVIRONMENTAL LABORATORIES INC	B012702	5/13/2024	General Fund	Water Quality	61549	PROJ24-515b		144.00	WOB0127020
Sum for B012702									144.00	
B012710										
	RMB ENVIRONMENTAL LABORATORIES INC	B012710	5/13/2024	General Fund	Water Quality	61549	PROJ24-515b		216.00	WOB012710
Sum for B012710									216.00	
B012805										
	RMB ENVIRONMENTAL LABORATORIES INC	B012805	5/20/2024	General Fund	Water Quality	61549	PROJ24-515b		207.00	WOB012805
Sum for B012805									207.00	
CCWD-0424										
	ANOKA COUNTY MN	CCWD-0424	5/16/2024	General Fund	Administration	63052			416.67	CCWD Payroll April 24 PYRL SVCS
	ANOKA COUNTY MN	CCWD-0424	5/16/2024	General Fund	Administration	60721			146.12	CCWD Payroll April 24 LTD
	ANOKA COUNTY MN	CCWD-0424	5/16/2024	General Fund	Administration	60714			15,058.00	CCWD Payroll April 24 HEALTH INS
	ANOKA COUNTY MN	CCWD-0424	5/16/2024	General Fund	Administration	60110			109,626.25	CCWD Payroll April 24 SALARES
	ANOKA COUNTY MN	CCWD-0424	5/16/2024	General Fund	Administration	60260			5,268.75	CCWD Payroll April 24 TEMP SALARES
	ANOKA COUNTY MN	CCWD-0424	5/16/2024	General Fund	Administration	60720			663.52	CCWD Payroll April 24 DENTAL INS
	ANOKA COUNTY MN	CCWD-0424	5/16/2024	General Fund	Administration	60717			8,442.75	CCWD Payroll April 24 PERA
	ANOKA COUNTY MN	CCWD-0424	5/16/2024	General Fund	Administration	60716			8,471.84	CCWD Payroll April 24 FICA
	ANOKA COUNTY MN	CCWD-0424	5/16/2024	General Fund	Administration	60715			39.86	CCWD Payroll April 24 LIFE INS
	ANOKA COUNTY MN	CCWD-0424	5/16/2024	General Fund	Administration	60713			333.30	CCWD Payroll April 24 HRA
Sum for CCWD-0424									148,467.06	
PAN17-172										
	CITY OF ANDOVER	PAN17-172	5/28/2024	Escrow Fund	Administration	24210			8,005.00	P17-172 ESCROW REF-PUBLIC WORKS EXPANSION
Sum for PAN17-172									8,005.00	
PAN19-135										
	DOUG PAULSON	PAN19-135	5/28/2024	Escrow Fund	Administration	24210			1,361.24	P19-135 ESCROW REF-DOUG PAULSON
Sum for PAN19-135									1,361.24	
PAN20-048										
	LENNAR FAMILY OF BUILDERS	PAN20-048	5/28/2024	Escrow Fund	Administration	24210			4,860.06	P20-048 ESCROW REF-WICKLOW COVE
Sum for PAN20-048									4,860.06	
PAN22-064										
	GOM CONSTRUCTION	PAN22-064	5/28/2024	Escrow Fund	Administration	24210			573.66	P22-064 ESCROW REF-BLAINE RETAIL BUILDING
Sum for PAN22-064									573.66	
P233802										
	ASSURED SECURITY	P233802	5/17/2024	General Fund	Administration	65180			7,388.01	FINAL 50% KEYLESS ENTRY SYSTEM
Sum for P233802									7,388.01	
Sum Total									176,821.41	

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: May 28, 2024
AGENDA NUMBER: 7
ITEM: JPA with Anoka County for LCCCR Project

AGENDA: Policy

ACTION REQUESTED

Execute Joint Powers Agreement with Anoka County for implementation of the Lower Coon Creek Corridor Restoration Project.

PURPOSE & SCOPE OF THE ITEM

To enter into the attached Joint Powers Agreement (JPA) with Anoka County that grants the District access for the Lower Coon Creek Corridor Restoration project (Project) construction and future maintenance

BACKGROUND

Coon Creek was added to Minnesota's 303(d) list of impaired waters for aquatic life impairments in 2006 due to macroinvertebrate and fish bioassessments and for aquatic recreation impairments in 2014 due to elevated levels of *Escherichia coli* (*E. coli*). Excess total suspended solids (TSS), total phosphorus (TP), altered hydrology, and poor habitat were identified as the primary stressors to Coon Creek's biota. Required pollutant reductions were established for TSS, TP, and *E. coli* as part of the CCWD TMDL approved in 2016. The non-pollutant stressors of altered hydrology and poor habitat/connectivity also need to be addressed.

In June 2022, CCWD was awarded a \$320,705 federal 319 grant to address high-priority barriers to aquatic organism passage and related channel stabilization and habitat enhancement work in Sand and Coon Creeks. The service road/ trail crossing over Coon Creek within the Coon Rapids Dam Regional Park was identified as the highest priority site Districtwide.

In February 2023, Anoka County Parks indicated their willingness to explore updating the existing crossing from its current design (four culverts) to a bridge as part of their planned 2024 trail reconstruction work if CCWD could assist with design and lead the related channel stabilization and habitat enhancement components of the proposed stream corridor restoration.

In December 2023, the District was awarded a Clean Water Fund Projects and Practices grant in the amount of \$445,000.00 for the LCCCR Project. This project will stabilize active streambank erosion and enhance habitat along the 0.5-mile-long reach of Lower Coon Creek immediately upstream of the trail crossing enhancement, making progress towards meeting required pollutant reduction targets for TSS and TP and improving conditions for biota.

ISSUES/CONCERNS

Joint Powers Agreement:

In accordance with BWSR Clean Water Fund grant policies, BWSR requested that the District enter into a formal agreement with Anoka County to ensure the successful implementation of the Project. Anoka County Staff fully support this Project and worked with District staff to draft a JPA that grants the District access for Project construction and future maintenance. The JPA has been reviewed by legal representatives for both parties and has been approved by the Anoka County Board.

Public communication: A public informational meeting was held on November 9, 2023. This meeting was advertised via direct mailings to nearby property owners (n=358), on-site trail signage, an article in the newspaper, and website posting. The meeting was attended by 20 individuals representing at least 13 properties along with District and County staff. The proposed project was well-received. District staff will continue to provide project updates on a dedicated project webpage: www.cooncreekwd.org/LCCCR

Private properties: The Project area covers portions of the Coon Rapids Dam Regional Park (owned by Anoka County) and 8 private properties. Impacted private property owners were invited to the public information meeting and many either attended or have been in communication with staff. Staff will work with impacted private property owners to review and finalize design details specific to their property and execute cooperator agreements that outline the project details and grants the District access for construction and future maintenance.

IMPLICATIONS

Executing this agreement will enable staff to proceed with obtaining agreements with impacted private properties, finalize the Project design, apply for required permits, and return to the Board to request to seek bids.

PRIOR DECISIONS

1. June 12, 2023: The project site was included on the annual CCWD Board Tour
2. September 11, 2023: Approval of the 2024 budget including \$440,000 to implement the Lower Coon Creek Corridor Restoration Project
3. February 12, 2024: Execute grant agreement with BWSR for the Lower Coon Creek Corridor Restoration Project

OPTIONS

1. Execute Joint Powers Agreement with the Anoka County.
2. Table decision with statement of need

RECOMMENDATION

Execute Joint Powers Agreement with the Anoka County.

**JOINT POWERS AGREEMENT
FOR THE IMPLEMENTATION OF
THE LOWER COON CREEK CORRIDOR RESTORATION PROJECT**

This Agreement is made and entered into by and between the Coon Creek Watershed District, a metropolitan watershed district and political subdivision of the State of Minnesota, hereinafter referred to as the "District", and the County of Anoka, a political subdivision of the State of Minnesota, hereinafter referred to as the "County".

WITNESSETH

WHEREAS, The District and the County share a common interest in improving water quality in Coon Creek located within the County of Anoka and within the Coon Creek Watershed District; and

WHEREAS, The District intends to implement a stream restoration project in Coon Creek within the Coon Rapids Dam Regional Park, to reduce erosion, provide flood storage, and improve aquatic habitat and the County is in agreement to said project; and

WHEREAS, The District has been awarded state and federal grant funding to design and construct this water quality improvement project; and

WHEREAS, Minnesota Statutes section 471.59 authorizes political subdivisions of the State of Minnesota to enter into joint powers agreements for the joint exercise of powers common to each.

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED AS FOLLOWS:

I. PURPOSE

The District and County agree that it is mutually beneficial for the District to undertake the implementation of the Lower Coon Creek Corridor Restoration project ("Project") to reduce erosion, provide flood storage, and improve aquatic habitat in Coon Creek.

II. METHODS

A. Preliminary Planning/ Approval

The District, in consultation with the County, shall provide for the planning, engineering, construction, and construction administration for the Project.

B. Design

The District shall be responsible for all engineering and design services and will prepare plans and specifications for the Project in consultation with the County. The District shall not go out for bids until such time as the County has approved, in writing, the plans and specifications for the Project. 30% Design Plans developed by the District Engineer are attached as Exhibit A.

C. **Bidding/Construction**

The District shall do the calling for all bids and the accepting of all bid proposals and shall cause the construction of the Project in conformance with the approved plans and specifications and the applicable Grant Agreements' requirements. The award of the bid to the lowest responsible bidder shall be made in consultation with the County prior to the execution of the construction contract. After receipt of all necessary governmental approvals, the District shall cause the commencement of the Project's construction and shall manage the Project through to completion.

III. COST ALLOCATION

A. The total estimated cost of completing the Project is \$1,135,000. The District is responsible for 100% of the Project costs. The District has received a Clean Water Fund grant administered by the Minnesota Board of Water and Soil Resources in the amount of \$445,000 and will apply these funds towards the total Project costs incurred. The District has received a Federal 319 grant administered by the Minnesota Pollution Control Agency in the amount of \$320,705 and will apply these funds towards the total Project costs incurred.

B. The County shall not be held responsible for any direct Project costs, but may incur minimal costs for County staff time related to Project coordination.

IV. SITE ACCESS

The County agrees to grant the District and its contractors and agents access to the portions of the Project site on County-owned land or easements for Project construction and future maintenance as outlined in the Operations and Maintenance plan attached in Exhibit B. The County agrees that the District may install interpretative signage at the Project site to educate visitors on aquatic ecosystems, water quality, and best management practices.

V. TERM / TERMINATION

This Agreement shall continue in full force and effect for the expected life span of the project, 25 years post-construction not to exceed December 31, 2051. This agreement shall be automatically renewed on a year to year basis unless both parties in writing agree to termination.

VI. CONTRACTS AND PURCHASES

A. All contracts let and purchases made pursuant to this Agreement shall be made by the District in conformance to State laws and the applicable Grant Agreements' requirements. All contracts shall contain the following indemnification paragraph:

i. The Contractor agrees that it will hold harmless, indemnify, and defend the County of Anoka, its commissioners, officers, agents and employees against any and all claims, expenses, losses, damages or lawsuits for damages arising from or related to the negligent provision, or failure to provide, services hereunder.

B. All contracts shall include the insurance requirements as set forth in Exhibit C, which is attached hereto and incorporated herein.

VII. STRICT ACCOUNTABILITY

A strict accounting shall be made of all funds and report of all receipts and disbursements shall be made upon request by either party.

VIII. MAINTENANCE OF IMPROVEMENTS

The District will assume responsibility of future maintenance of the Project components as outlined in the Operations and Maintenance plan attached in Exhibit B.

IX. NONCOMPLIANCE

Should the District fail to maintain the practice during its effective life, the District is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the District's control, or if conservation practices are applied at the District's expense that provide equivalent protection of the soil and water resources.

X. NOTICE

For purposes of delivery of any notices hereunder, the notice shall be effective if delivered to the District Administrator, 13632 Van Buren Street NE, Ham Lake, Minnesota 55304, on behalf of the District, and to the County Administrator for the County of Anoka, 2100 3rd Avenue, Anoka, Minnesota 55303, on behalf of the County.

XI. INDEMNIFICATION

The District and County mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this Agreement.

XII. ENTIRE AGREEMENT / REQUIREMENT OF WRITING

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter thereof, as well as any previous agreement presently in effect between the parties to the subject matter thereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.

XIII. GOVERNMENT DATA PRACTICES

The District and County will comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, as it applies to all data created, collected, received, stored, used, maintained or disseminated by the District or the County under this Agreement.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

Coon Creek Watershed District:

County of Anoka:

By: _____
President, Board of Managers

By: _____
Michael R. Gamache, Chair
County Board of Commissioners

Dated: _____

Dated: _____

By: _____
District Administrator

By: _____
Dee Guthman
Interim County Administrator

Dated: _____

Dated: _____

By: _____
[AS NEEDED]

By: _____
Christine Carney
Assistant County Attorney

Dated: _____

Dated: _____

Exhibit A: Lower Coon Creek Corridor Restoration 30% Design

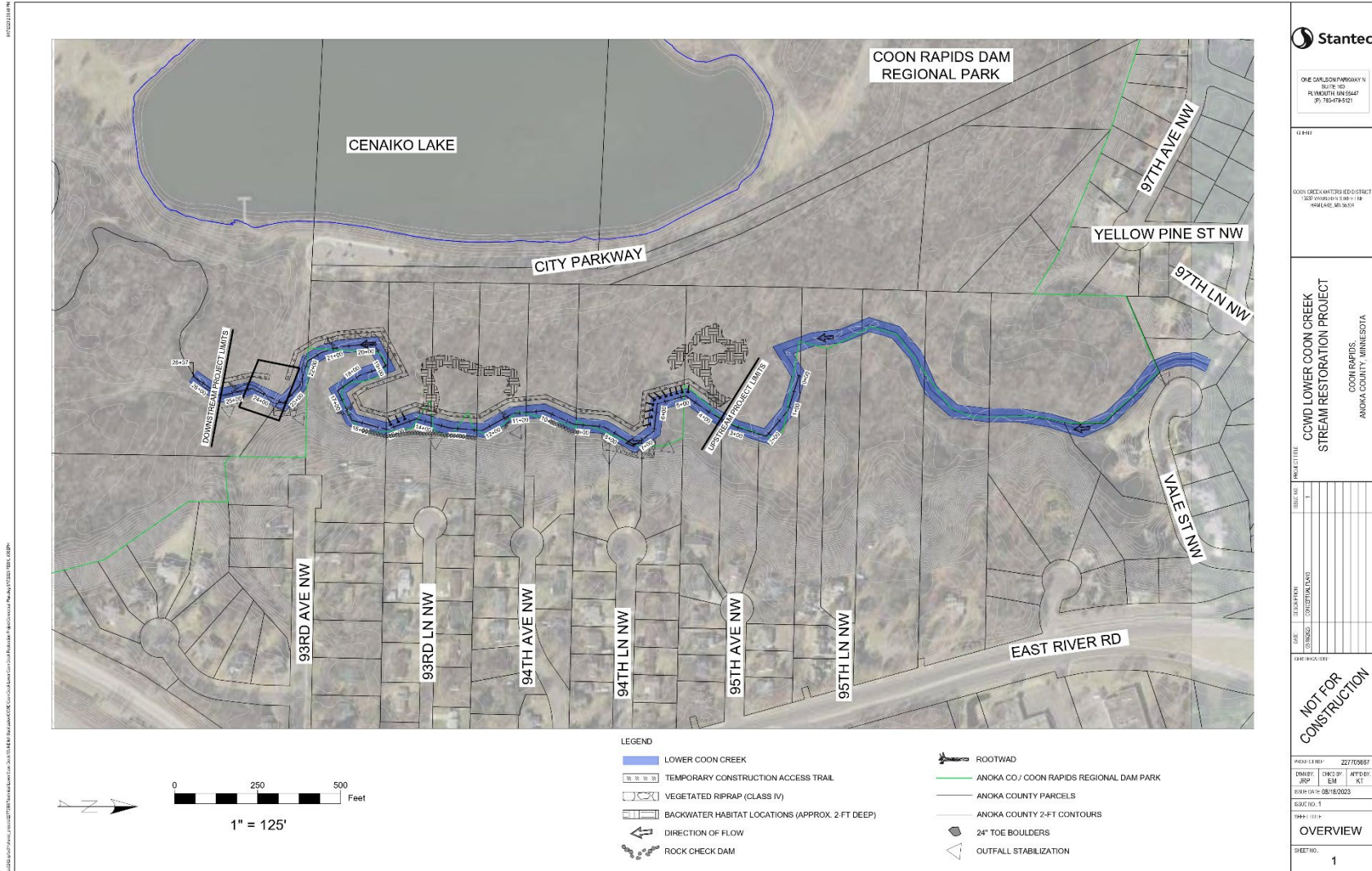


Exhibit B

Lower Coon Creek Corridor Restoration

Operations and Maintenance Plan

Project location:

Along Coon Creek between 200 linear feet downstream and 2000 linear feet upstream of the Anoka County Trail crossing in Coon Rapids, MN.

Project description:

A combination of bioengineering and hard-armoring practices will be implemented to stabilize 2149 linear feet of eroding stream bank along a 2200-foot section of Coon Creek including grade/bank stabilization and habitat enhancement best management practices (cross vanes, constructed riffles, regrading, toe wood, root wads, vegetated riprap), floodplain excavation (backwater pools), buckthorn clearing, seeding and planting of native pollinator-friendly riparian species, demobilization of equipment, and site restoration.

Owner/responsible party:

The entire project is within a county park, Coon Creek Watershed District (District) drainage easement, and/or private land with written landowner permission. The District is responsible for inspection and maintenance. A Joint Powers Agreement between the District and County of Anoka allows the District access to the project site for construction and maintenance for the expected lifespan of the project (25 years). Agreement shall be automatically renewed on a year to year basis unless both parties agree to termination.

The District maintains a full-time staff and District Engineer (Stantec) with expertise in multiple-use resource management, hydrology, aquatic biology, outreach/education, and environmental regulations. District staff has extensive experience working on stream restoration projects. Beyond the term of this grant, for the entire expected life of the project, the District is committed to ongoing maintenance of all proposed best management practices as part of its operations and maintenance program. The District maintains an annual operation and maintenance program budget in excess of 20 percent of total project costs, adequate to repair and maintain project elements within reason should the need arise.

Operations and maintenance activities that are likely to be required for the project (Responsibility of the District)

Vegetation management (weeding, watering, reseeding, down/hazardous tree removal, storm clean up)

Structure repairs (reposition riprap, better anchor logs/root wads, reconstruct cross vanes, etc.)

Erosion repairs (reinstall silt fence, grading, armoring, vegetating, etc.)

Signage (repair/replace damaged/lost signs, update message, etc.)

**Operations and maintenance needed for the watershed contributing to the project
(Responsibility of the County)**

Active park and trail system maintenance

Inspection schedule required (Responsibility of the District)

Weekly during construction

Monthly/as-needed for the first year

Annually for first 5 years

Every 5 years thereafter for a minimum of 25 years (anticipated lifespan of practices)

How and when to accomplish all activities

District staff inspect per schedule above using established protocols (Attachment A)

Inspect project area

Identify and prioritize maintenance needs

Annually budget for required maintenance

Follow project management procedures (Attachment B)

Contact information should questions or issues arise

Jon Janke

Director of Operations

13632 Van Buren Street NE

Ham Lake, MN 55304

(763) 755-0975

jjanke@cooncreekwd.org

Additional inspection and maintenance resources:

CCWD Comprehensive Management Plan www.cooncreekwd.org

MN Stormwater Manual https://stormwater.pca.state.mn.us/index.php?title=Main_Page

MN DOT Maintenance Manual <https://www.dot.state.mn.us/maintenance/manual.html>

Stormwater Construction Inspectors Field Guide <https://www.pca.state.mn.us/sites/default/files/wq-strm2-11.pdf>

Stormwater Treatment: Assessment and Maintenance <http://stormwaterbook.dl.umn.edu/>

Native Vegetation Establishment and Enhancement Guidelines <https://bwsr.state.mn.us/node/8806>Plants

for stormwater design https://stormwater.pca.state.mn.us/index.php/Minnesota_plant_lists

BWSR Pollinator Toolbox <http://www.bwsr.state.mn.us/practices/pollinator/>

Attachment A-Inspection procedures

During construction, establish photographic points looking upstream and downstream so each segment has two photos. Have the photo record prior to, during and immediately post-construction. GPS the points or establish landmarks.

Annually, for five years following construction, inspect the Project reach for repair needs and take photos at the photo points. After five years, inspect once every 5 years on the same schedule as the required ditch maintenance inspection rotation. The first year after construction completion, the work will be in the construction warranty phase unless an additional maintenance period is included in the bid.

Note the following:

1. Bare ground
2. Revegetation Composition. Note invasive species outbreaks that are undesired and/or threaten the ground vegetation, also watch for seedling/sapling growth and determine if it's desired or not.
3. Fallen trees, limbs or other material causing erosion and needing removal.
4. Exposed or failing bank stabilization practices such as vegetated riprap, riprap, boulders, log vanes, revetments.
5. Pipe entrances into the creek, sediment deposition, and scour.

Prepare an inspection report and if repair work is needed, prepare a work order and contract with the annual ditch maintenance contractor.

Attachment B- General Project Management Procedures

Status	Task	Detail
Design		Project identification
		30% plans and specifications
		Preliminary estimate
		Prioritize
	Approve CIP	Update/approve CIP
	Feasibility study	Feasibility study
		60% plans and specifications
		Engineers estimate
		Project funding
		Approve budget
	Pre-project meeting	Pre-project meeting
		Work plan
		Public involvement plan
	Inform Board	Inform Board
	Neighborhood meeting	Stakeholder communication
		Inspect/survey site
		Determine BMP, significance and alternatives
	90% plans and specifications	
	Review plans and specifications	
	Stakeholder communication	
Final Plans and Specifications	Final plans and specifications	
Contract		Stakeholder agreement
		Permitting
		Prepare quote/bid documents
	Public hearing	Public hearing
		Present proposal to Board
		Publish request for quotes/bids
		Prequote/bid meeting
		Addenda
		Receive quotes/bid opening
		Review quotes/bids
		Request qualification of bidder
		Return bid securities (except three lowest)
	Award bid and contract	Award contractor
		Notice of award
	Contract	
	Contractor submittals	
Construct	Pre-construction meeting with contractor	Preconstruction meeting
	Notice to proceed	Notice to proceed
		Return bid securities (second and third lowest)
	Project construction	Construction
		Progress meeting(s)
		Change order(s)
		Partial payment(s), receipts, IC134 and payroll certificates
		Substantial completion
		Site restoration
	Stakeholder communication	
Final inspection	Final inspection	
	As-builts	
Complete	Payment	Final payment/return retainage
		Return bid security, performance/payment bond
		Restriction and Covenant
		Final presentation of project
Maintenance		Review and evaluation
		Follow-up inspections
		Ongoing monitoring
		Repair/maintenance

EXHIBIT C

CONSTRUCTION/MAINTENANCE INSURANCE REQUIREMENTS

The Contractor shall obtain and maintain in full force for the duration of the contract the insurance designated as follows.

Worker's Compensation: The Contractor shall take out and maintain during the life of the contract, Worker's Compensation Insurance for all of his employees employed at the work site. If any employees are engaged in hazardous work not covered by Worker's Compensation Insurance, the Contractor shall provide adequate protection from Employer's Liability Insurance for protection of employees not otherwise protected.

Liability Insurance Requirements (Liability and Auto): Contractor shall maintain commercial general liability (CGL), and if necessary commercial umbrella insurance, with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, the general aggregate limit shall be not less than \$2,000,000 and the aggregate limit shall apply on a per-project basis. The CGL insurance shall cover liability arising from premises, operations, independent Contractors, products-completed operations, personal injury and advertising injury, and Contractually-assumed liability. The Coon Creek Watershed District, Stantec Inc, and the County of Anoka shall be named as additional insureds under the CGL.

Contractor shall maintain automobile liability insurance, and if necessary, umbrella liability insurance with a limit of not less than \$1,000,000 each accident. If such insurance contains a general aggregate limit, the general aggregate limit shall be not less than \$2,000,000. The insurance shall cover liability arising out of any auto, including owned, hired, and non-owned autos.

A certificate of insurance acceptable to the Coon Creek Watershed District and the County of Anoka shall be filed prior to the commencement of the work. The certificate and the required insurance policies shall contain a provision that the coverage afforded under the Contract will not be canceled or allowed to expire until at least 30 days prior written notice has been given.

Fire Insurance: The Contractor shall carry full insurance against loss by fire and wind damage upon all material in place or stored at the site for installation. This provision does not exclude material partially paid for by the Owner. This insurance shall be for the full insurable value of the material and shall be kept in full force until final acceptance and payment of the work by the Owner.

If any section of the work entails special hazards the Contractor shall provide riders to the Public Liability and Property Damage Insurance to provide protection from these special hazards.

Permit Application Review Report
Date: 5/22/2024

Board Meeting Date: 5/28/2024
Agenda Item: 08

Applicant/Landowner:

CenterPoint Energy
Attn: Colton Peshek
700 West Linden Ave
Minneapolis, MN 55403

Project Name: CenterPoint Energy - 152nd Ave NE_111639577

Project PAN: P-24-020

Project Purpose: A directional bore of approximately 355 feet of 2-inch-diameter plastic natural gas distribution pipeline crossing County Ditch 57

Project Location: 152nd Avenue NE, Ham Lake

Site Size: size of disturbed area - 0.01 acres; size of regulated impervious surface – 0 acres

Applicable District Rule(s): Rule 2, Rule 4, Rule 7

Recommendation: Approve with 1 Conditions and 1 Stipulations

Description: Centerpoint Energy has submitted an application for a project which proposes the directional bore of a new utility line under County Ditch 58 along 152nd Ave in Ham Lake. The project will disturb 140 square feet (the location of the bore entrance) and create 0 acres of regulated impervious. The area drains to County Ditch 58. The relevant water resource concerns are erosion and sediment control and utility crossing, which correlate to District Rules 4 and 7. See attached Figure 1: Project Location and Figure 2: Site Plan.

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,005.00.

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

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

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Project Narrative and Site Plan	Merjent	undated	04/15/2024

Findings

Fees and Escrows (Rule 2.7): The applicant has submitted a \$1,800.00 application fee and deposit which corresponds with the nonrefundable application fee (\$10), base fee for a Directional Boring of Cable and Other project of 0.01 acres (\$750.00), and addition to base fee (\$1,040.00). The applicant will be required to submit a performance escrow in the amount of \$2,005.0. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (0.01 acres of land disturbance proposed).

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

Soils and Erosion Control (Rule 4.0)

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

The proposed project drains to County Ditch 58. The soils affected by the project include Lino and have a soil erodibility factor of 0.15 or greater. Disturbed areas are not proposed to be stabilized within 7 days, as required. The proposed erosion and sediment control plan includes street sweeping, inlet protection and erosion control blanket. The erosion control plan does not meet District requirements because Soil and soil stockpiles are not proposed to be stabilized within 24 hours of inactivity.

Wetlands (Rule 5.0)

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

Floodplain (Rule 6.0)

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

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

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

The regulated waterway is Public Ditch - CD 58. The proposed crossing involves replacement of a pipeline or utility. The top elevation of the pipeline or utility line must be placed at least 4 feet below the Approved low elevation of the ditch or waterway. The approved elevation is 851.2 NAVD 88. The proposed top elevation of the utility line is >10 feet below the approved elevation, which is more than 4 feet below the Approved low elevation of the waterway.

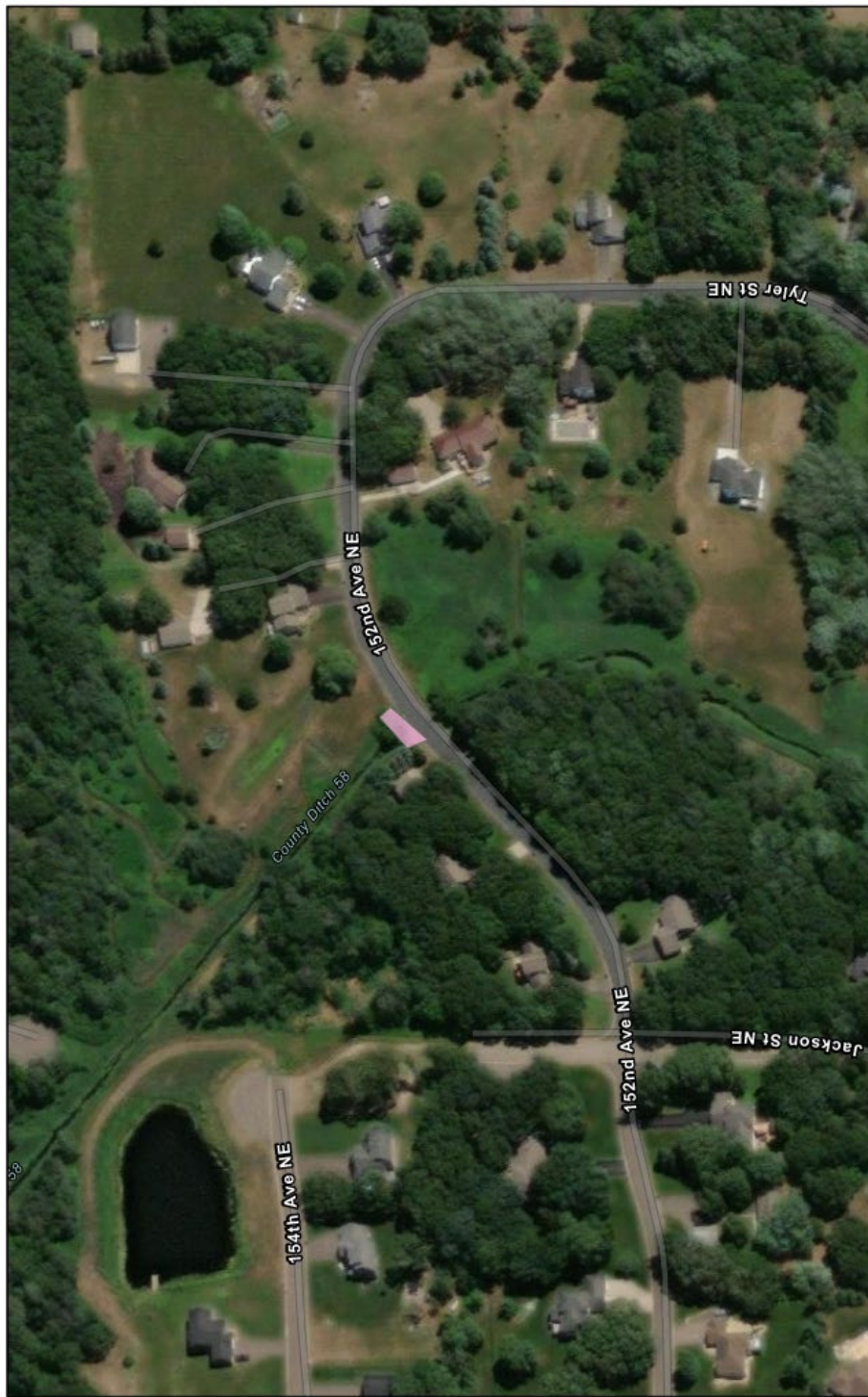
Buffers (Rule 8.0)

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

Variances (Rule 10.2)

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

P-24-020



5/13/2024

Figure 1: Project Location

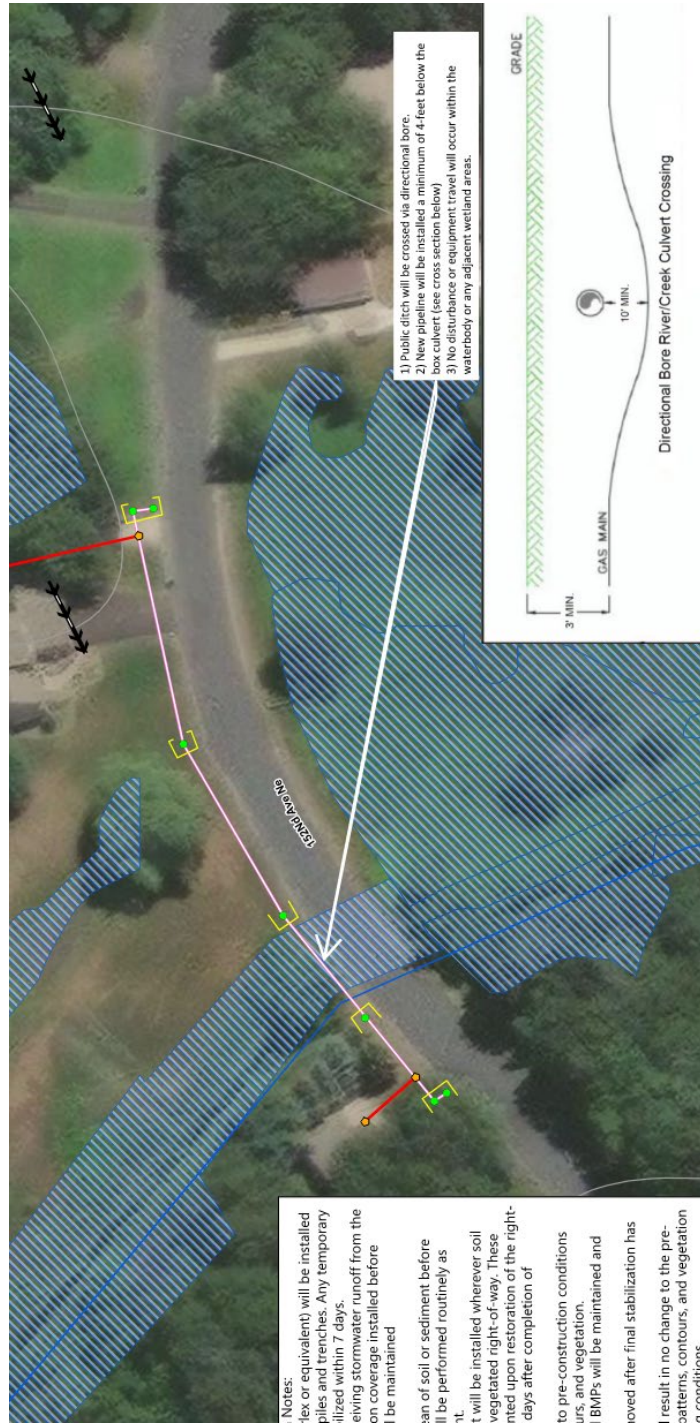
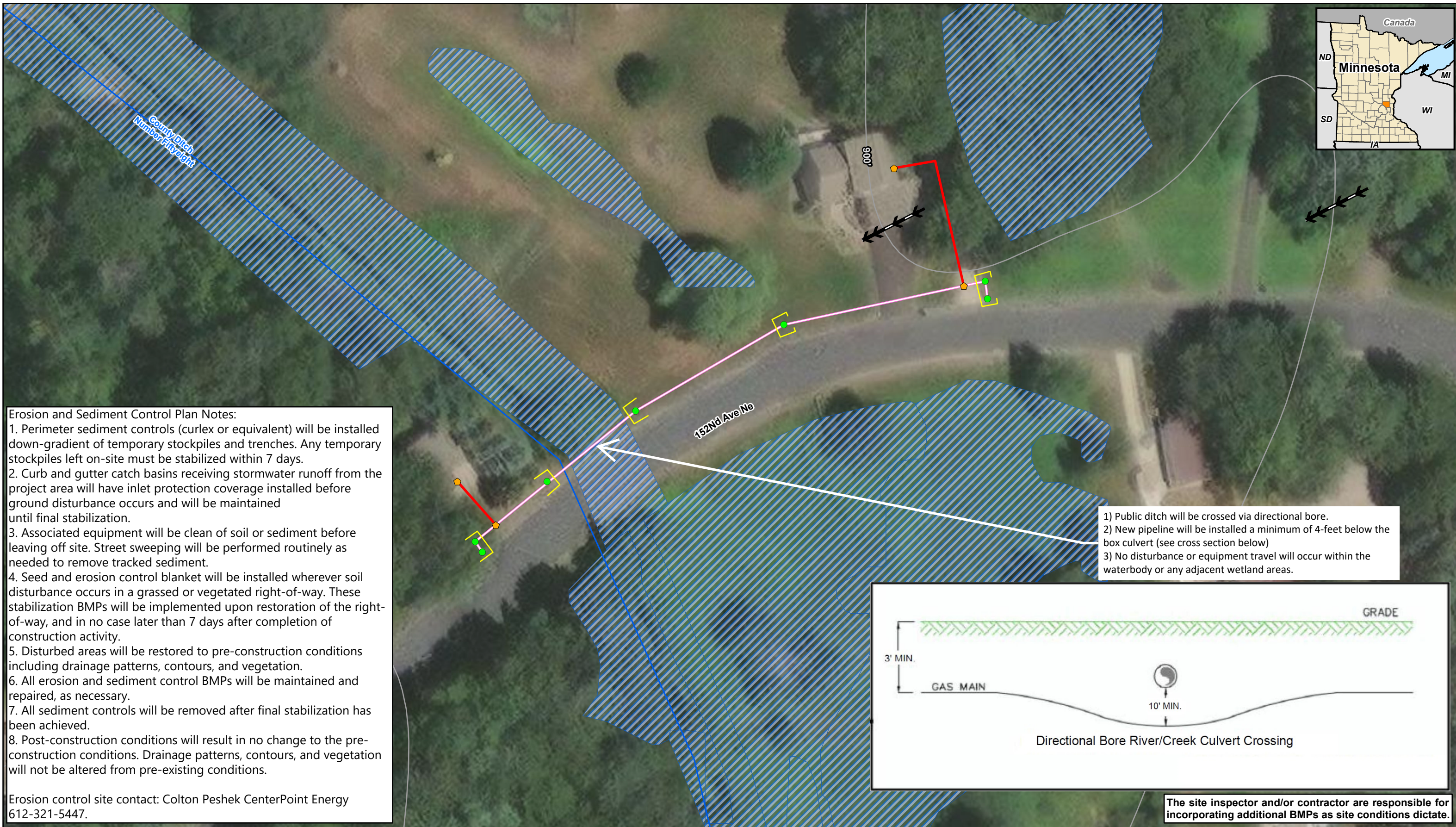


Figure 2: Site Plan



0 25 50 Feet
1:600

merjent. CenterPoint Energy
For Environmental Review Purposes Only

Figure 2: Site Plan
152nd Ave NE (WO# 111639577)
 CenterPoint Energy
 Ham Lake, Anoka County, Minnesota

- Bore/Tie-In Site
- Proposed Service Line
- 10' Contour
- ◆ Service Tie-In Excavation
- BMP
- NHD Waterbody
- 2" Proposed Pipeline - Bore Method
- Stormwater Flow
- NWI Wetland

Date: (4/12/2024) Source: Z:\Clients\A_D\CenterPoint\Minnesota\2024\152nd_Ave_NE\ArcGIS\Permitting\152nd_Ave_NE.aprx

Permit Application Review Report
Date: 5/22/2024

Board Meeting Date: 5/28/2024
Agenda Item: 09

Applicant/Landowner:

BP Tobacco and Grocery
Attn: Ali Maghtheh
16439 Gunflint Trl
Lakeville, MN 55044

Project Name: Coon Rapids Strip Mall

Project PAN: P-23-077

Project Purpose: Construction of a small strip mall and associated stormwater treatment features

Project Location: 2825 Coon Rapids Blvd, Coon Rapids

Site Size: size of parcel - 0.89 acres; size of disturbed area – 0.97 acres; size of regulated impervious surface - 0.73

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

Recommendation: Approve with 3 Conditions and 3 Stipulations

Description: This application proposes the reconstruction of an existing gas station site into a small strip mall and associated filtration basins for stormwater treatment. It will disturb 0.97 acres and fully reconstruct 0.73 acres of impervious. The site has known soil contamination; therefore, infiltration is prohibited. The area is located within the Riverview Creek Subwatershed. The relevant water resource issues are stormwater treatment and erosion and sediment control which correlate to Rules 3 and 4. See attached Figure 1: Project Location and Figure 2: Site Plan.

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,485.00.

Rule 3.0 – Stormwater Management

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

Rule 4.0 – Soils and Erosion Control

3. Update the erosion and sediment control plan to stabilize soils and soil stockpiles within 7 days of inactivity.

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

1. Submittal of as-builts for the stormwater management practices and associated structures listed in Tables 2 and 3, including volume, critical elevations and proof of installation for hydrodynamic separators.
2. Completion of post construction infiltration tests on the south and west Infiltration Basins by filling the basin to a minimum depth of 6 inches with water and monitoring the time necessary to drain, or multiple double ring infiltration tests to ASTM standards. The Coon Creek Watershed District shall be notified prior to the test to witness the results.
3. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule and quantities prior to construction.

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
SHSAM Report	Stark Engineering	undated	01/07/2024
Remedial Investigation Report	Carlson McCain	01/28/2022	01/07/2024
Stormwater Analysis, Design and Report	Stark Engineering	04/08/2024	04/16/2024
Construction Plans	Willis Gilliard	03/06/2024	04/16/2024

Findings

Fees and Escrows (Rule 2.7):

The applicant has submitted a \$3,310.00 application fee and deposit which corresponds with the nonrefundable application fee (\$10), base fee for a Commercial/Industrial Development project of 0.97 acres (\$3,300.00). The applicant will be required to submit a performance escrow in the amount of \$2,485.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (0.97 acres of land disturbance proposed).

Stormwater Management (Rule 3.0):

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

The Hydrologic Soil Group (HSG) of soils on site are HSG A. Curve Numbers have been shifted down 1/2 classification to account for the impacts of grading on soil structure.

Rate Control: Peak stormwater flow rates at both points of site discharge do not increase from the pre-development condition for the 24-hour precipitation event with a return frequency of 2-, and 10-years as shown in Table 1. Rates from the Coon Rapids Blvd discharge point also do not increase pre-development condition for the 24-hour precipitation event with a return frequency of 100 years. The small rate increase shown for the Crooked Lake Blvd point of discharge in the 100-year event is within model tolerance. The project will not impact Drainage Sensitive Use areas. The rate control standard is met.

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Coon Rapids Blvd	1.49	0.04	2.22	0.3	3.78	2.53
Crooked Lake Blvd	1.08	0.05	1.61	0.18	2.74	2.78

Table 1.

Volume Control: The application proposes redevelopment which disturbs more than 50% of the site, therefore the volume reduction requirement is equal to 1.1 inches over the area of all impervious surface including existing impervious surface that is not proposed to be reconstructed. The amount of proposed impervious required to be treated is 31,929 ft².

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

Drainage Area	Impervious required to be treated (ft ²)	Proposed SMP	TP Removal Factor	Required Water Quality Volume (ft ³)	Water Quality Volume Provided (ft ³)
S2	17,538	West Filtration Basin	0.5	3,215	3,670
S1	14,391	South Filtration Basin	0.5	2,638	2,696
Totals:	31,929			5,853	6,366

Table 2.

The following pretreatment has been provided:

SMP ID	Pretreatment Device/Method	Percent TSS Removal
South Filtration Basin	Catch Basin Sump	84
West Filtration Basin	Catch Basin Sump	80

Table 3.

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

Infiltration may not be used as a volume control practice because the practices would need to be placed in areas containing contaminated soil or groundwater. Because the volume reduction standard cannot be met due to these site constraints, the project proposes the use of the stormwater management practices and their corresponding TP conversion factors listed in Table 2. The volume control standard has been met as shown in Table 2.

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

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

Discharge Point	TSS Removal Provided
Coon Rapids Blvd	81
Crooked Lake Blvd	80

Table 4.

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

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

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

Low Floor Freeboard: The proposed project is new development which includes buildings and habitable structures. Therefore, SMPs must be designed such that the lowest basement floor elevations are at least 2 feet above the 100-yr high water level or 1 foot above the emergency

overflow. The lowest basement floor elevation proposed is 872.5 MSL. The applicable 100-year high water levels are 870.6 and 870.7 MSL and the applicable emergency overflows are 870.6 and 870.7 MSL. The freeboard requirement is met within tolerance.

Maintenance:

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

Easements:

All required maintenance easements have been provided on the plans.

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

Soils and Erosion Control (Rule 4.0)

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

The proposed project drains to Riverview Creek. The soils affected by the project include Hubbard and do not have a soil erodibility factor of 0.15 or greater. Disturbed areas are not proposed to be stabilized within 7 days, as required. The proposed erosion and sediment control plan includes perimeter control, street sweeping, rock construction entrance, and inlet protection. The erosion control plan does not meet District requirements because soils and soil stockpiles are not proposed to be stabilized within 7 days of inactivity. See Figure 3: Erosion and Sediment Control Plan.

Wetlands (Rule 5.0)

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

Floodplain (Rule 6.0)

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

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

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

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

Buffers (Rule 8.0)

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

Variances (Rule 10.2)

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

P-23-077



5/19/2024

Figure 1: Project Location

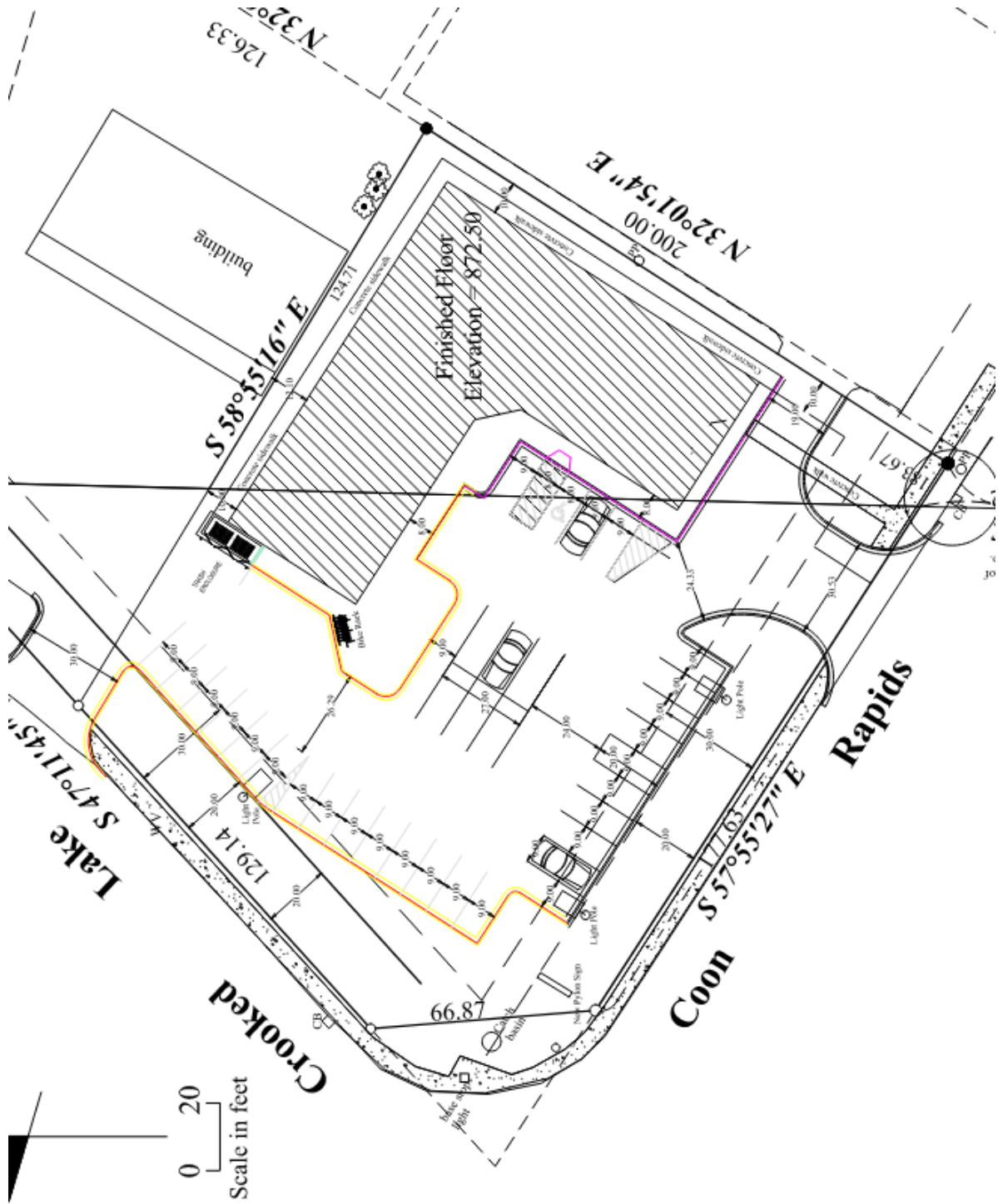


Figure 2: Site Plan

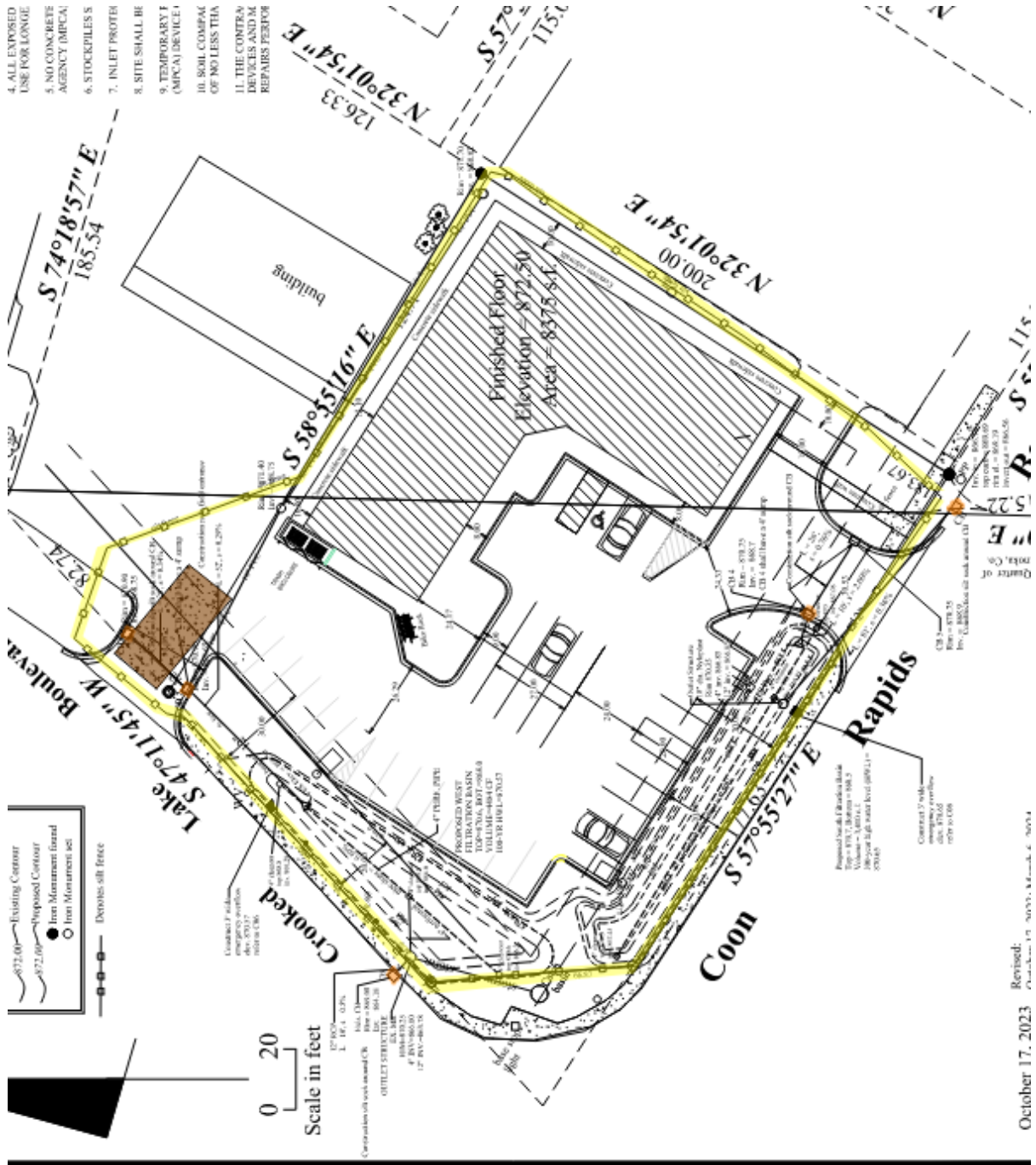


Figure 3: Erosion and Sediment Control Plan

March 10, 2024
March 27, 2024

SEDIMENT & EROSION CONTROL NOTES

1. THE HOME OWNER SHALL BE RESPONSIBLE FOR THE CLEANLINESS OF THE STREET RIGHT OF WAY FRONTING HIS PROPERTY AND SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF THE EROSION AND SEDIMENT CONTROLS CONSTRUCTED ON HIS PROPERTY.
2. THE STREET WILL BE SWEEPED CLEAN BEFORE THE END OF EACH DAY OF ACTIVE CONSTRUCTION WHEN SEDIMENT IS TRACKED INTO THE STREET.
3. AREAS WITH SLOPES GREATER THAN 3 TO 1 AND AREAS NEXT TO WETLANDS/WATERBODIES GRADED OR EXPOSED DURING CONSTRUCTION SHALL BE PROTECTED WITH TEMPORARY VEGETATION, MULCHING, OR OTHER MEANS AS SOON AS PRACTICAL.
4. ALL EXPOSED SOIL AREAS WILL BE STABILIZED AS SOON AS PRACTICAL. UNWORKED SOILS THAT REMAIN EXPOSED AND NOT IN USE FOR LONGER THAN 14 DAYS WILL BE COVERED WITH TEMPORARY SEED (GRASS, OATS, OR WHEAT).
5. NO CONCRETE WASHOUT SHALL OCCUR ON SITE UNLESS IT IS DONE WITH AN APPROVED MINNESOTA POLLUTION CONTROL AGENCY (MPCA) DEVICE OR STANDARD.
6. STOCKPILES SHALL BE SURROUNDED WITH ADEQUATE PERIMETER CONTROL TO PREVENT SEDIMENTATION AND EROSION.
7. INLET PROTECTION FOR ALL STORM SEWER INLETS DOWNSTREAM OF THE SITE WITHIN ONE BLOCK OR AS DIRECTED BY THE CITY.
8. SITE SHALL BE KEPT CLEAN AT ALL TIMES AND REFUSE PROPERLY CONTROLLED.
9. TEMPORARY PUMPING SHALL NOT BE PERMITTED WITHOUT THE USE OF AN APPROVED MINNESOTA POLLUTION CONTROL AGENCY (MPCA) DEVICE OR STANDARD.
10. SOIL COMPACTION SHALL BE MINIMIZED; AREAS OF COMPACTED SOIL WILL BE REMOVED OR LOOSENED VIA TILLING TO A DEPTH OF NO LESS THAN 6 INCHES.
11. THE CONTRACTOR SHALL INSPECT ON A WEEKLY BASIS AND AFTER EACH RAINFALL GREATER THAN 1" ALL EROSION CONTROL DEVICES AND MAKE NY REPAIRS IMMEDIATELY. AN INSPECTION LOG SHALL BE KEPT ON SITE DETAILING THESE INSPECTIONS AND REPAIRS PERFORMED.

GENERAL NOTES

1. SEE SWMP NOTES ON SHEET C4 FOR FURTHER SWMP REQUIREMENTS, IN CASE OF CONFLICT BETWEEN THIS PLAN AND SWMP NOTES, THE SWMP NOTES SHALL OVERRULE.
2. ALL EROSION CONTROL MEASURES MUST BE INSTALLED AT THE INITIAL STAGES OF CONSTRUCTION AND MAINTAINED UNTIL ALL AREAS ALTERED HAVE BEEN RESTORED.
3. ALL REAR YARD AREAS OF LOTS AT SETBACK LINE ARE TO BE MULCHED AND SEEDED WITHIN 14 DAYS OF GRADING BY GRADING CONTRACTOR. ALL AREAS BETWEEN THE CURB AND SETBACK LINE ARE TO BE MULCHED AND SEEDED WITHIN 14 DAYS OF PRIVATE UTILITY INSTALLATION BY THE UTILITY CONTRACTOR.
4. STREET SWEEPING MUST BE UNDERTAKEN ON AN AS-NEEDED BASIS.
5. PERFORM SEEDING FOR FINAL STABILIZATION OF DISTURBED AREA AS FOLLOWS:
 - a. REPLACE TOPSOIL TO PROVIDE A UNIFORM THICKNESS. LOOSEN TOPSOIL TO MINIMUM DEPTH OF 3".
 - b. APPLY COMMERCIAL GRADE SLOW RELEASE FERTILIZER PER 1000 SQUARE FEET.
 - c. INCORPORATE FERTILIZER INTO SOIL BY USE OF HARROW OR OTHER MEANS TO PLACE FERTILIZER BELOW GROUND LEVEL.
 - d. VERIFY THE LOCATIONS OF ALL UNDERGROUND UTILITIES BEFORE DIGGING.

1. All erosion control measure must be installed at the initial stages of construction and maintained until all areas altered have been restored.
2. Street sweeping must be done on an as-needed basis.
3. Perform seeding for final stabilization of disturbed areas as follows:
 - a. Replace topsoil to provide a uniform thickness, loosen topsoil to a minimum depth of 2 inches.
 - b. Apply commercial grade slow release fertilizer to replaced topsoil.
 - c. Incorporate fertilizer into the soil below the surface of the ground by use of a harrow or other means.
 - d. Apply MNDOT seed mixture 190 at a rate of 100 pounds per acre with Brillion type seeder or other means to cover seed with $\frac{1}{4}$ " to $\frac{3}{8}$ " of soil.
 - e. Apply uniform covering of MNDOT type 1 mulch at a rate of 2 tons per acre.
 - f. Anchor mulch to depth of 2" to 3" with disc anchor or other means immediately after seeding.

EROSION AND SEDIMENT CONTROL NARRATIVE

The following sequence and protocols shall be followed for erosion and sediment control during the site development process:

- a. Install perimeter controls (silt fence and rock construction entrance) as shown on the plans prior to the start of work.
- b. No concrete washouts are allowed on the project site. Soil stockpiles shall have perimeter control and have temporary seed and mulch.
- c. Maintain all temporary erosion control devices in place until the contributing drainage area has been stabilized. Inspect temporary erosion control devices on a weekly basis and after each $\frac{1}{4}$ " or more rain event. Clean or maintain these devices as needed to be effective. Replace deteriorated, damaged, or rotted erosion control devices immediately.
- d. Remove all soils and sediments deposited onto the public and/or private pavement areas within 24 hours of deposition. Removal of tracking materials shall be completed at the end of each work day when it occurs. Sweeping may be ordered at any time if conditions warrant.
- e. Perform site removals, grading, excavation and embankment. Seed and mulch all disturbed areas outside of proposed buildings and pavement areas within 72 hours of this work.
- f. Construct building, install concrete flatwork and pavement section. Fine grade site and restore green areas with permanent vegetation of sod/seed per plans.
- g. Remove all temporary erosion and sediment control devices after the site has undergone final stabilization and permanent vegetation has been established with at least 70% coverage.

General Notes

Proposed New Strip Mall

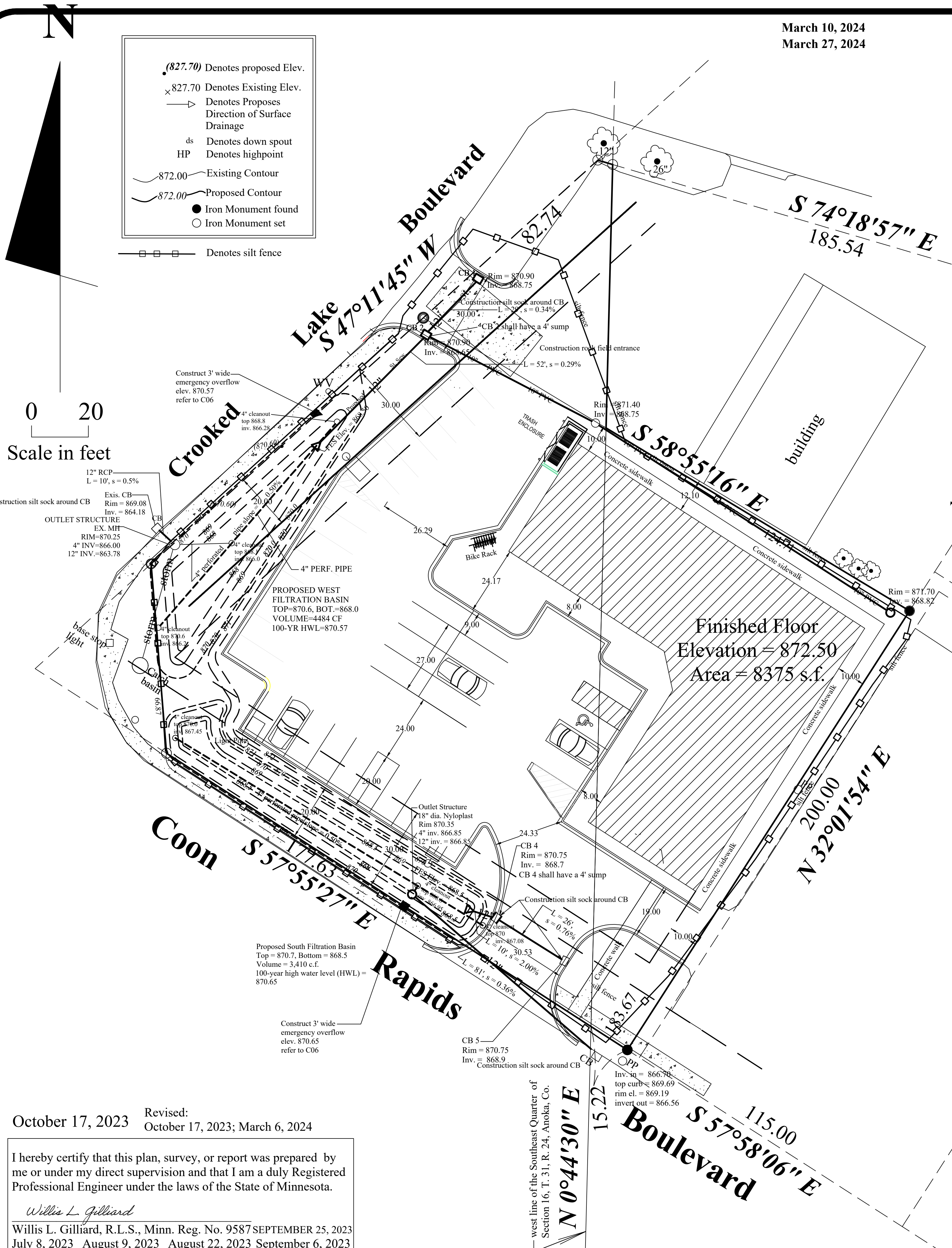
2825 Coon Rapids Blvd. NW
Coon Rapids, MN 55433

No.	Revision/Issue	Date

EROSION & SEDIMENT CONTROL PLAN

Firm Name and Address
Willis L. Gilliard
Civil Engineer and Land Surveyor
PO Box 17; 405 Central Ave. E.
Saint Michael, Minnesota 55376
612-382-0795

Project	Sheet
Date	C05
Scale	



October 17, 2023 Revised: October 17, 2023; March 6, 2024

I hereby certify that this plan, survey, or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

Willis L. Gilliard
Willis L. Gilliard, R.L.S., Minn. Reg. No. 9587 SEPTEMBER 25, 2023
July 8, 2023 August 9, 2023 August 22, 2023 September 6, 2023

Permit Application Review Report
Date: 5/22/2024

Board Meeting Date: 5/28/2024
Agenda Item: 10

Applicant/Landowner:

Gateway Fiber
Attn: Kirk Thaelke
275 West North Service Rd, Suite O
Wright City, MO 63390

Project Name: Gateway Fiber Blaine & Coon Rapids MN Project

Project PAN: P-24-021

Project Purpose: Directional bore of new fiber optic lines

Project Location: Multiple County Ditch crossings in Blaine and Coon Rapids, MN

Site Size: size of disturbed area – 0.01 acres; size of regulated impervious surface - 0 acres

Applicable District Rule(s): Rule 2, Rule 4, Rule 7

Recommendation: Approve with 1 Condition and 1 Stipulations

Description: This application proposes a plan to directional bore new fiber optic lines across multiple County Ditches in the City of Blaine and the City of Coon Rapids. The project will disturb 0.01 acres and create no new regulated impervious. The receiving waters are Pleasure Creek, CD 41, CD 39, CD 60-3, and Tronson Creek. The relevant water resource issues are Erosion and Sediment Control and Utility Crossings which correlate to Rules 4 and 7. See attached Figure 1: Project Location.

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$2,005.00.

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

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

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Construction Plans	Utilisource	04/12/2024	04/16/2024
Erosion Control Plan	Utilisource	08/03/2023	04/16/2024

Findings

Fees and Escrows (Rule 2.7):

The applicant has submitted a \$1,800.00 application fee and deposit which corresponds with the nonrefundable application fee (\$10), base fee for a Directional Boring of Cable and Other project (\$750.00), and addition to base fee (\$1,040.00). The applicant will be required to submit a performance escrow in the amount of \$2,005.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (0.01 acres of land disturbance proposed).

Stormwater Management (Rule 3.0):

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

Soils and Erosion Control (Rule 4.0)

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

The proposed project drains to Pleasure Creek, CD 41, CD 39, CD 60-3, and Tronson Creek. The soils affected by the project include Millerville, Seelyeville, Rifle, Markey, and Lino and have a soil erodibility factor of 0.15 or greater. Disturbed areas are proposed to be stabilized within 24 hours, as required. The proposed erosion and sediment control plan includes perimeter control and street sweeping. The erosion control plan meets District Requirements.

Wetlands (Rule 5.0)

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

Floodplain (Rule 6.0)

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

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

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

The regulated waterways are Public Ditches - Pleasure Creek, CD 41, CD 39, CD 60-3, and Tronson Creek. The proposed crossing involves replacement of a pipeline or utility. The top elevation of the pipeline or utility line must be placed at least 4 feet below the low elevation of the ditch or waterway. The applicable ditch elevations and proposed utility elevations are listed below.

Crossing	Ditch Elevation	4' below Ditch Elevation	Proposed Elevation
Pleasure Creek @ 101 st Ave (south side)	888.8	884.8	884.8
CD 41 @ Jefferson St (east side)	882.7	878.7	878.7
CD 41 @ Polk St (east side)	884.9	880.9	880.9
CD 39 @ Jefferson St (west side)	887.1	883.1	883.1
CD 39 @ 109 th Ave (north side)	891.5	887.5	887.5
CD 60-3 @ 124 th Ln NW (north side)	882.2	878.2	878.2
Tronson Creek @ 121 st Ave (north side)	867.1	863.1	863.1
Tronson Creek @ Grouse St (west side)	858.3	854.3	854.3

Crossing	Ditch Elevation	4' below Ditch Elevation	Proposed Elevation
Pleasure Creek @ 101 st Ave (south side)	888.8	884.8	884.8
CD 41 @ Jefferson St (east side)	882.7	878.7	878.7
Pleasure Creek @ Pleasure Creek Pkwy (north part of loop, north side of st)	889.3	885.3	885.3
Pleasure Creek @ Pleasure Creek Pkwy (south part of loop, north side of st)	889.6	885.6	885.6
Pleasure Creek @ Jackson St (west side)	895.0	891.0	891.0
CD 39 @ Cottonwood/117 th Ave (west side)	877.6	873.6	873.6
CD 41 @ 118 th Ave (south side)	879.2	875.2	875.2

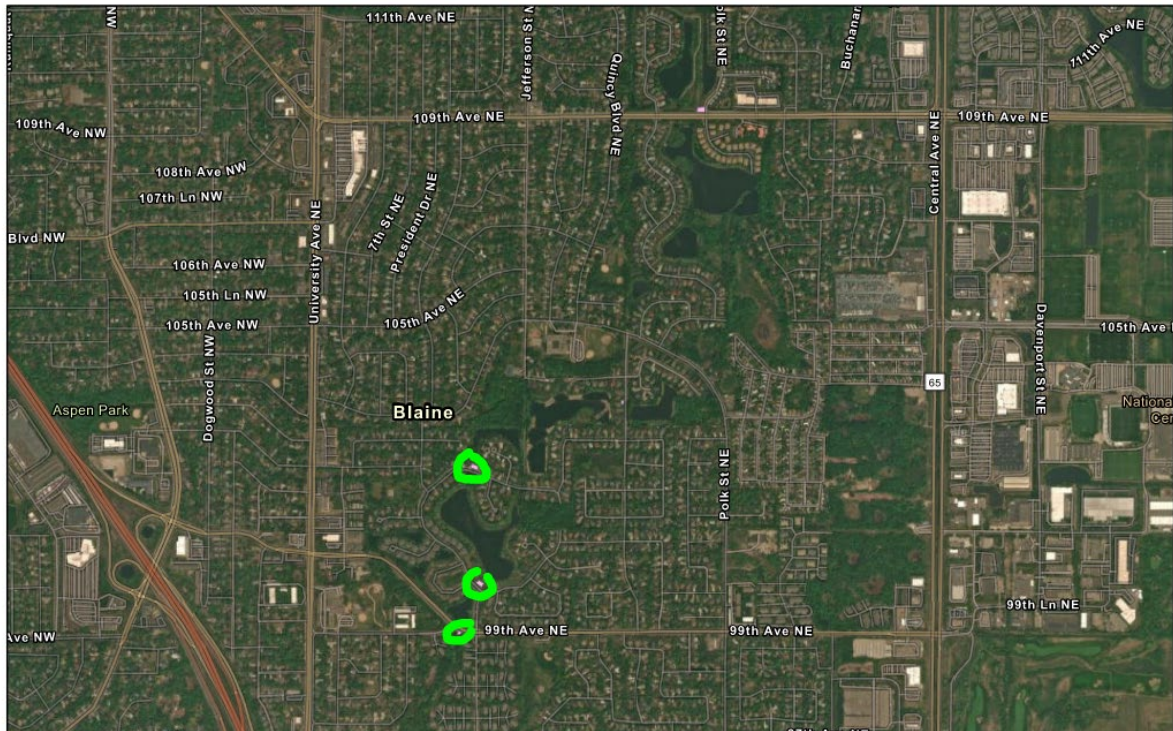
Buffers (Rule 8.0)

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

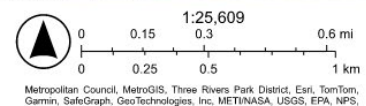
Variations (Rule 10.2)

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

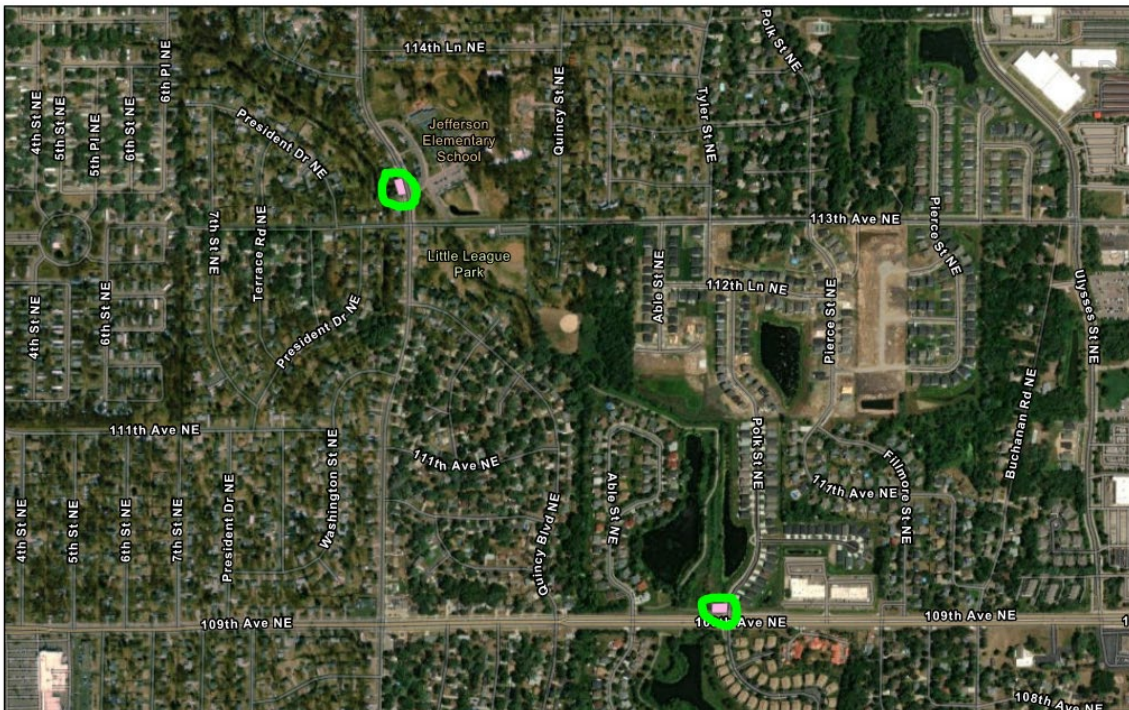
P24-021



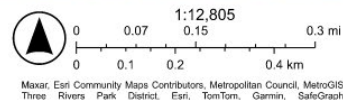
5/9/2024



P24-021

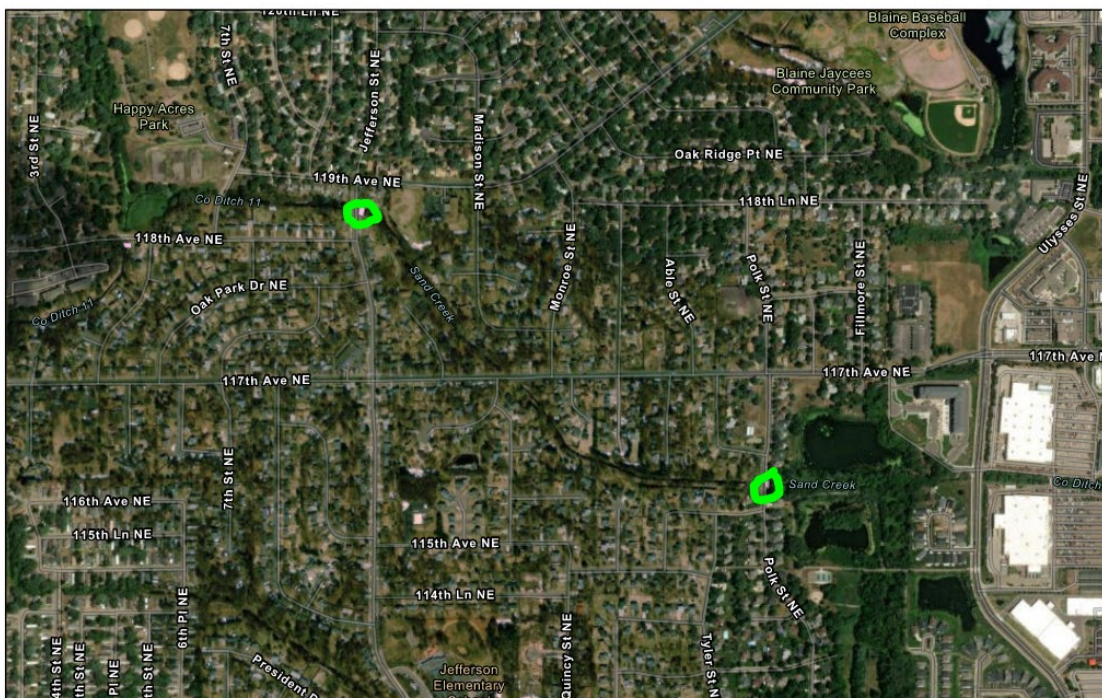


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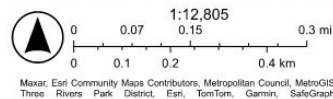


Maxar, Esri Community Maps Contributors, Metropolitan Council, MetroGIS, Three Rivers Park District, Esri, TomTom, Garmin, SafeGraph,

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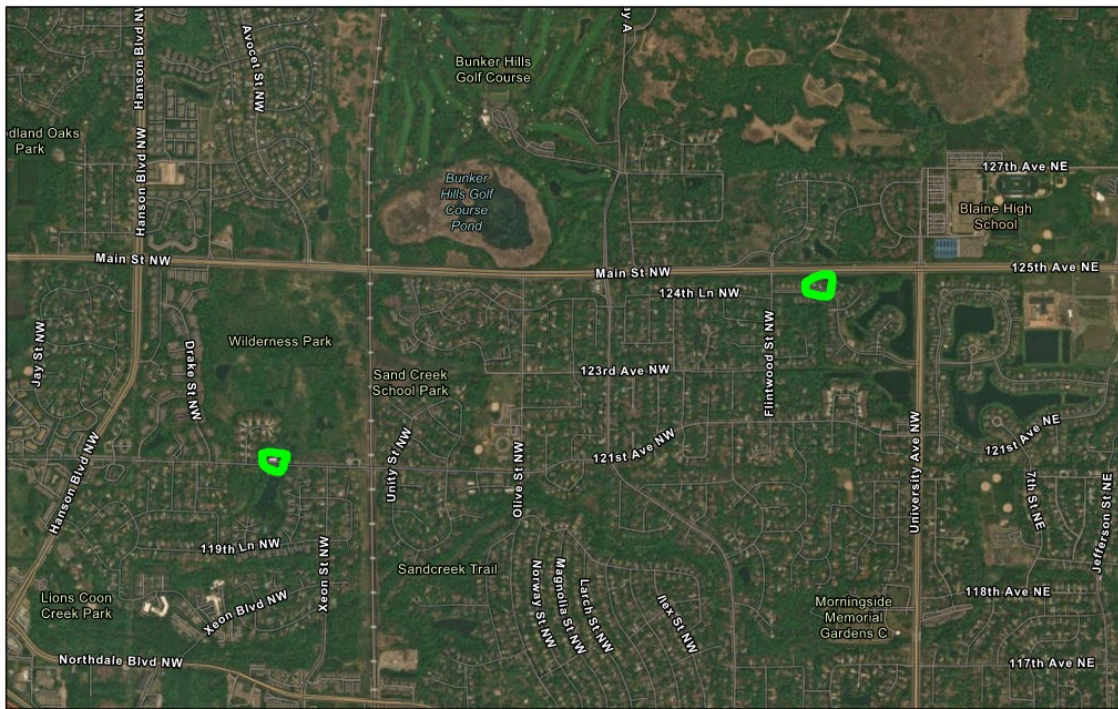


5/9/2024



Maxar, Esri Community Maps Contributors, Metropolitan Council, MetroGIS, Three Rivers Park District, Esri, TomTom, Garmin, SafeGraph,

P24-021



5/9/2024

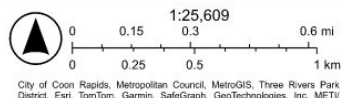


Figure 1: Project Locations



UtiliSource
P.O. Box 237
313 North Gladstone
Jonesburg, MO 63351
573-474-2065



GATEWAY FIBER
275 W SERVICE RD, SUITE O
WRIGHT CITY, MO 63390
888-201-4339

Location: 101st Ave
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

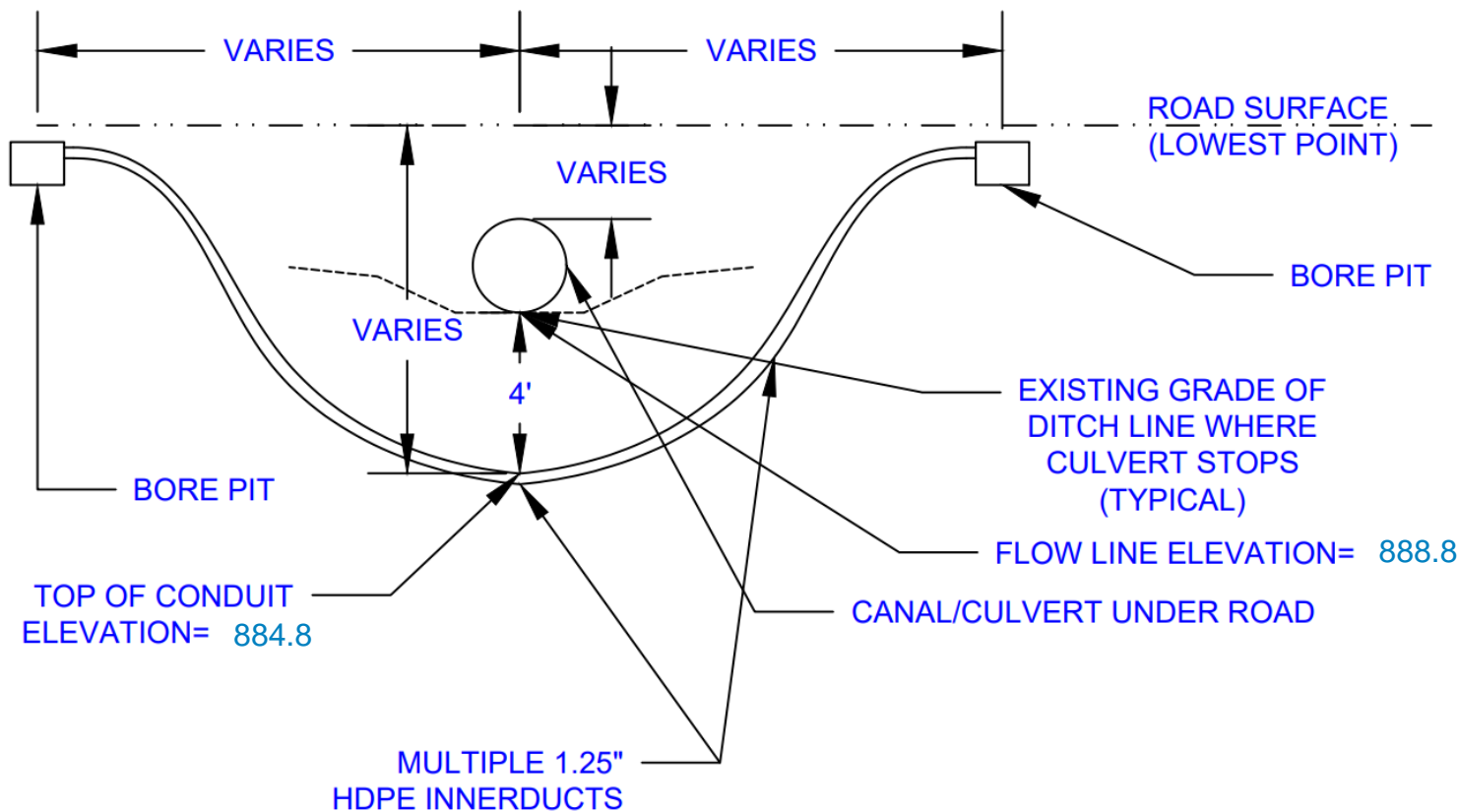
Sheet 1 of 2

ELEVATION VIEW FOR MINNESOTA CANAL GATEWAY JOB SAMPLE

Date: 04/12/2024

No Scale

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Reviewed By: Arna Wade

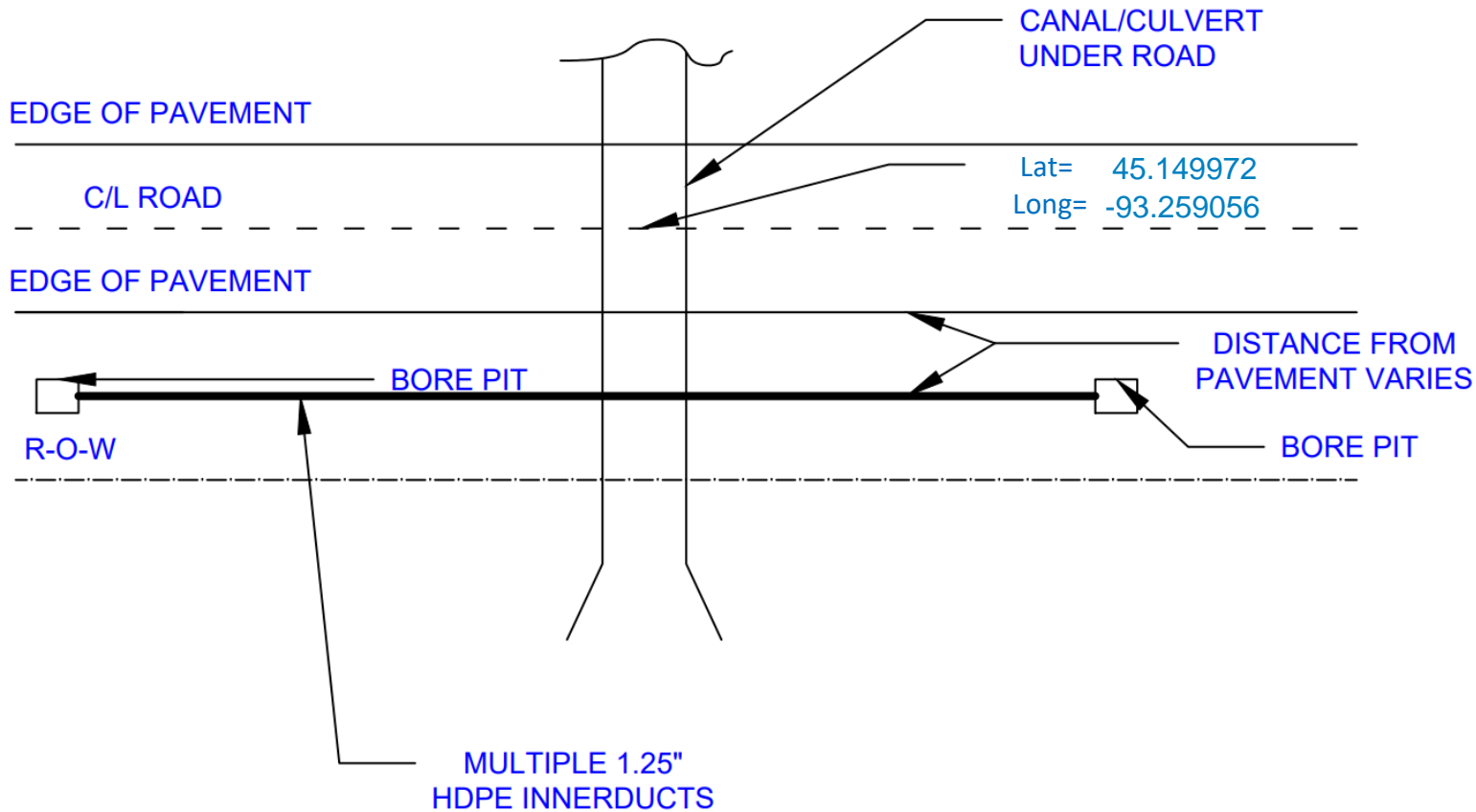
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GATEWAY FIBER
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Location: 118th Ave NE
Blaine, MN 55434

Drawn By: Christopher Childers
Reviewed By: Tom Turley

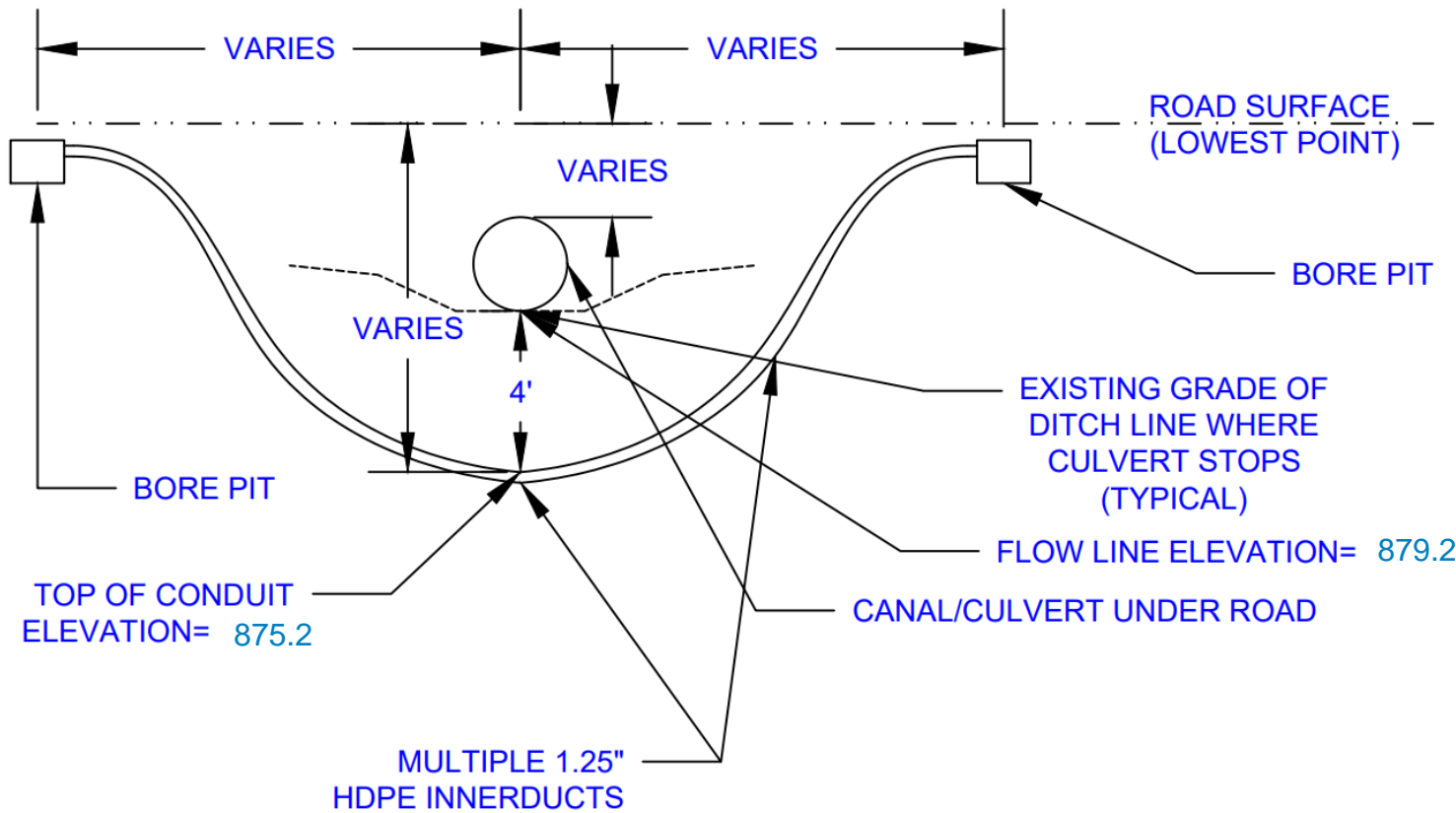
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ELEVATION VIEW FOR MINNESOTA CANAL GATEWAY JOB SAMPLE

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Location: 118th Ave NE
Blaine, MN 55434

Drawn By: Christopher Childers
Reviewed By: Tom Turley

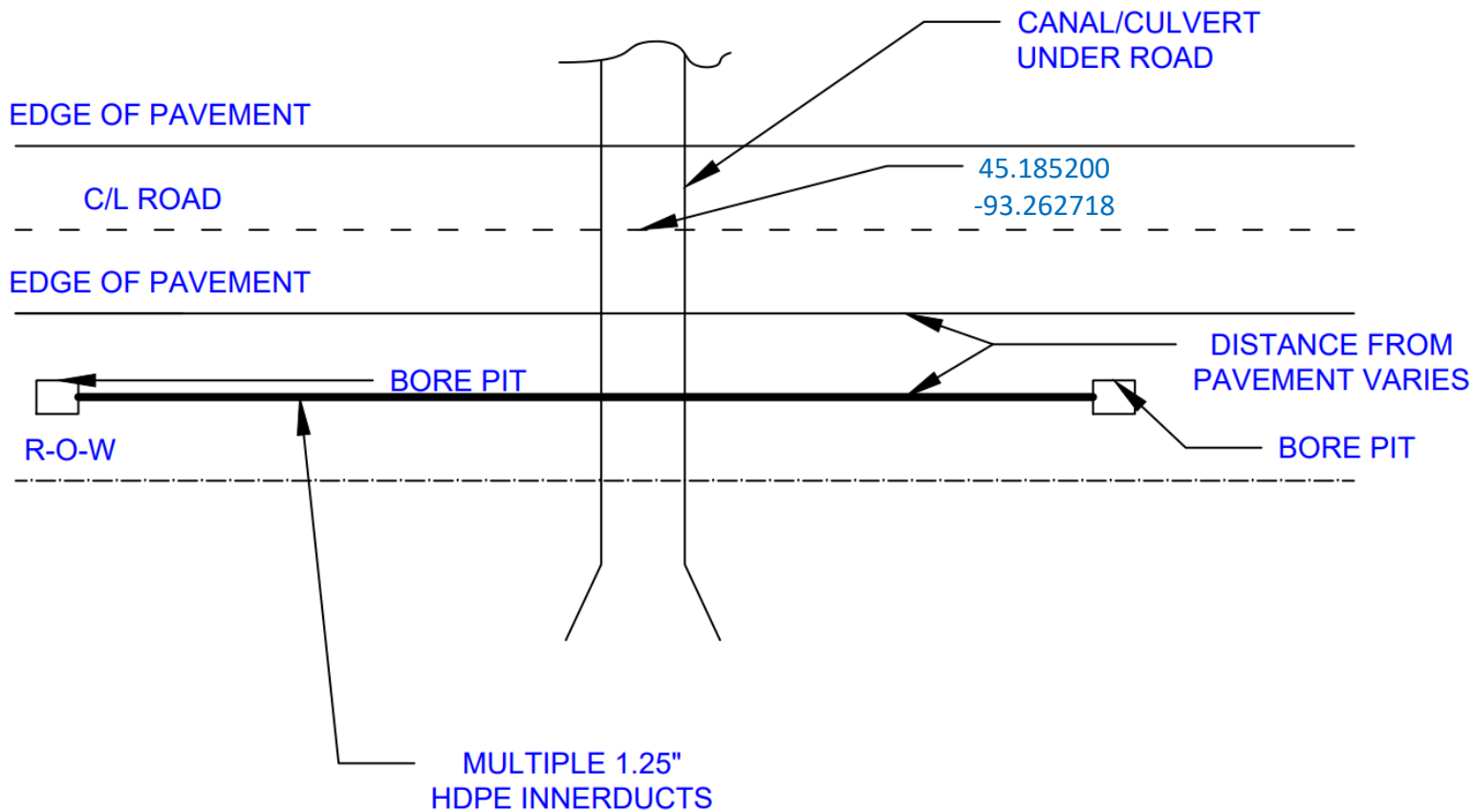
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GATEWAY FIBER
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WRIGHT CITY, MO 63390
888-201-4339

Location: N. Jefferson St.
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

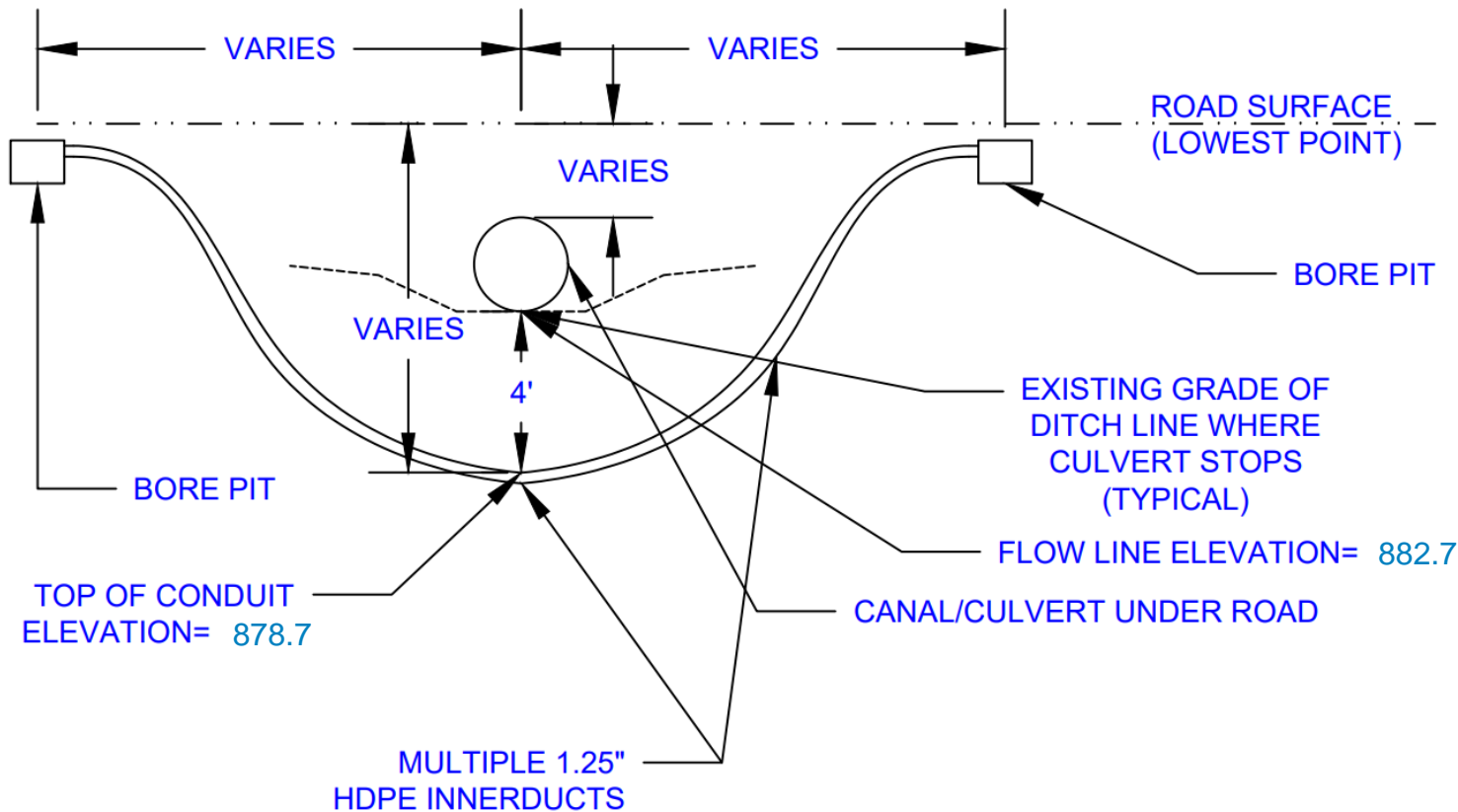
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ELEVATION VIEW FOR MINNESOTA CANAL GATEWAY JOB SAMPLE

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Location: N. Jefferson St.
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

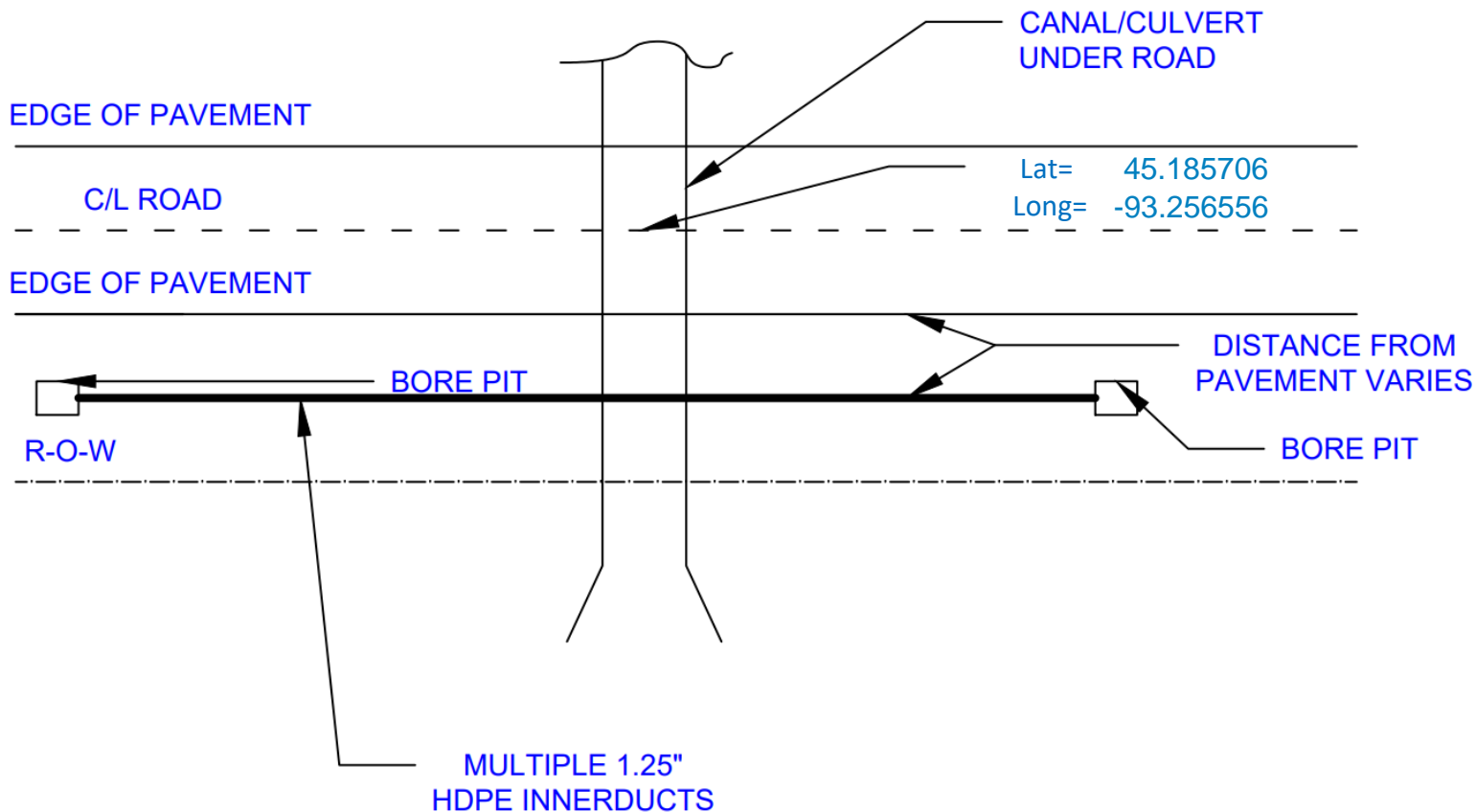
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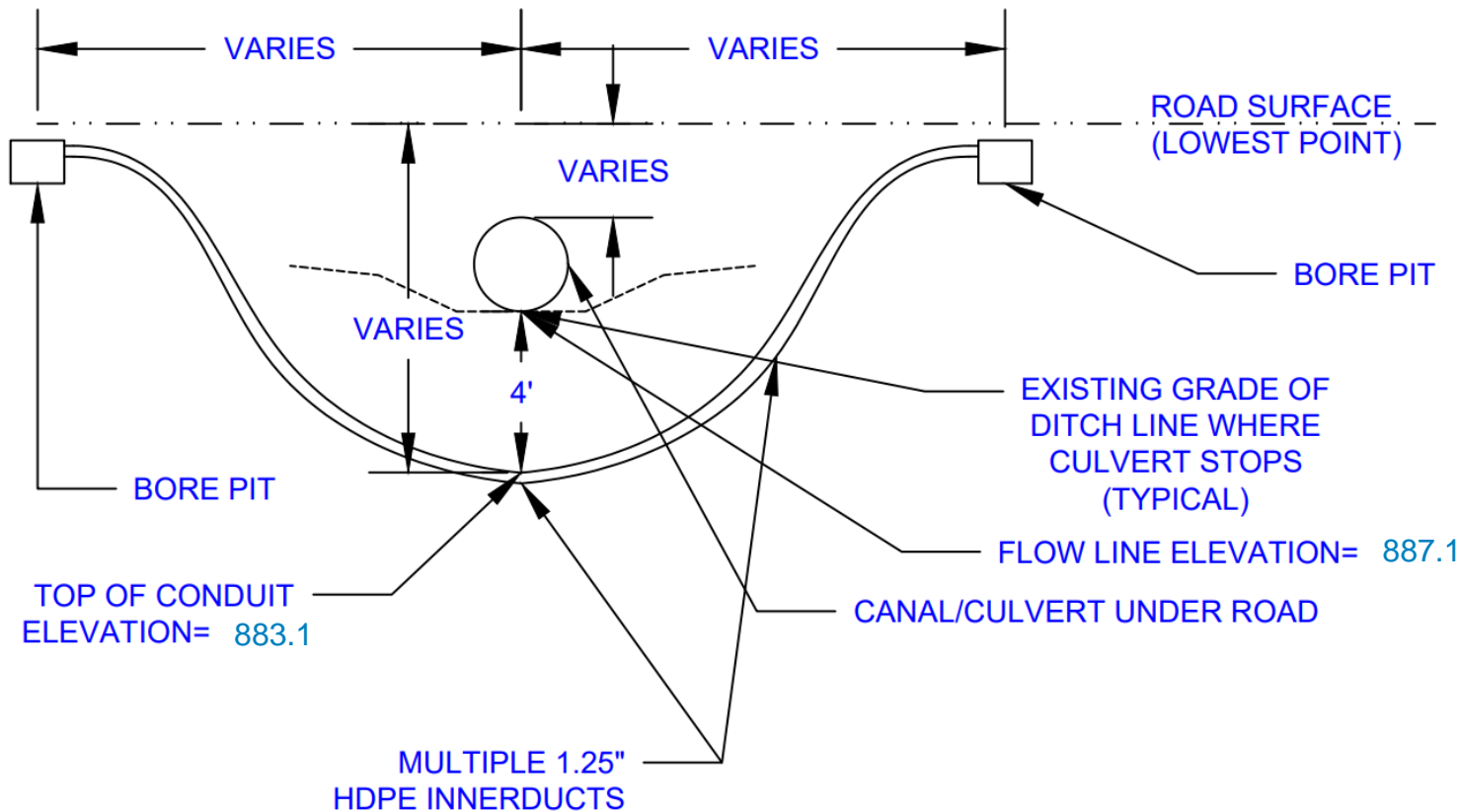


**ELEVATION VIEW FOR
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Location: S. Jefferson St. NE
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

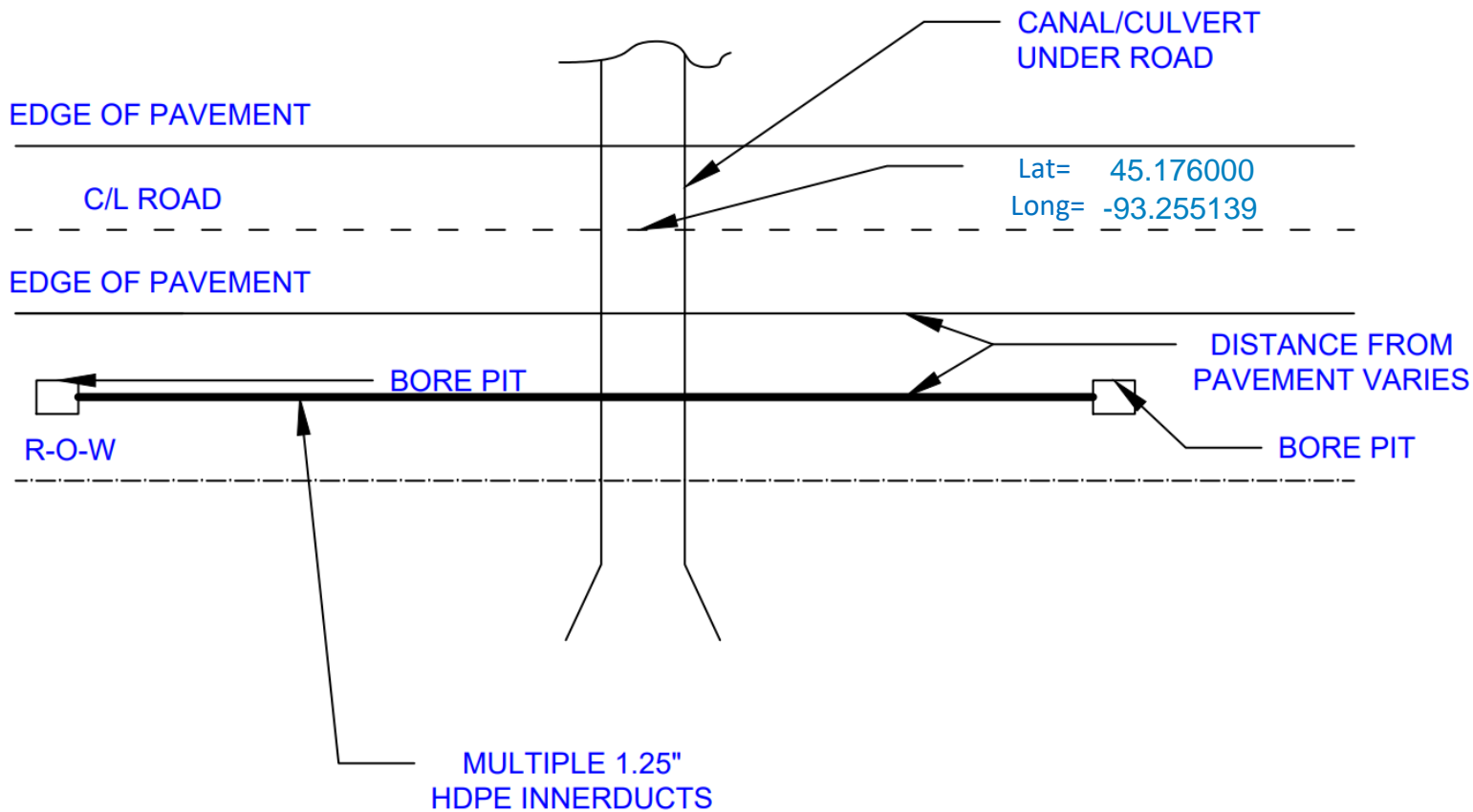
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GATEWAY FIBER
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Location: Polk St. NE
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

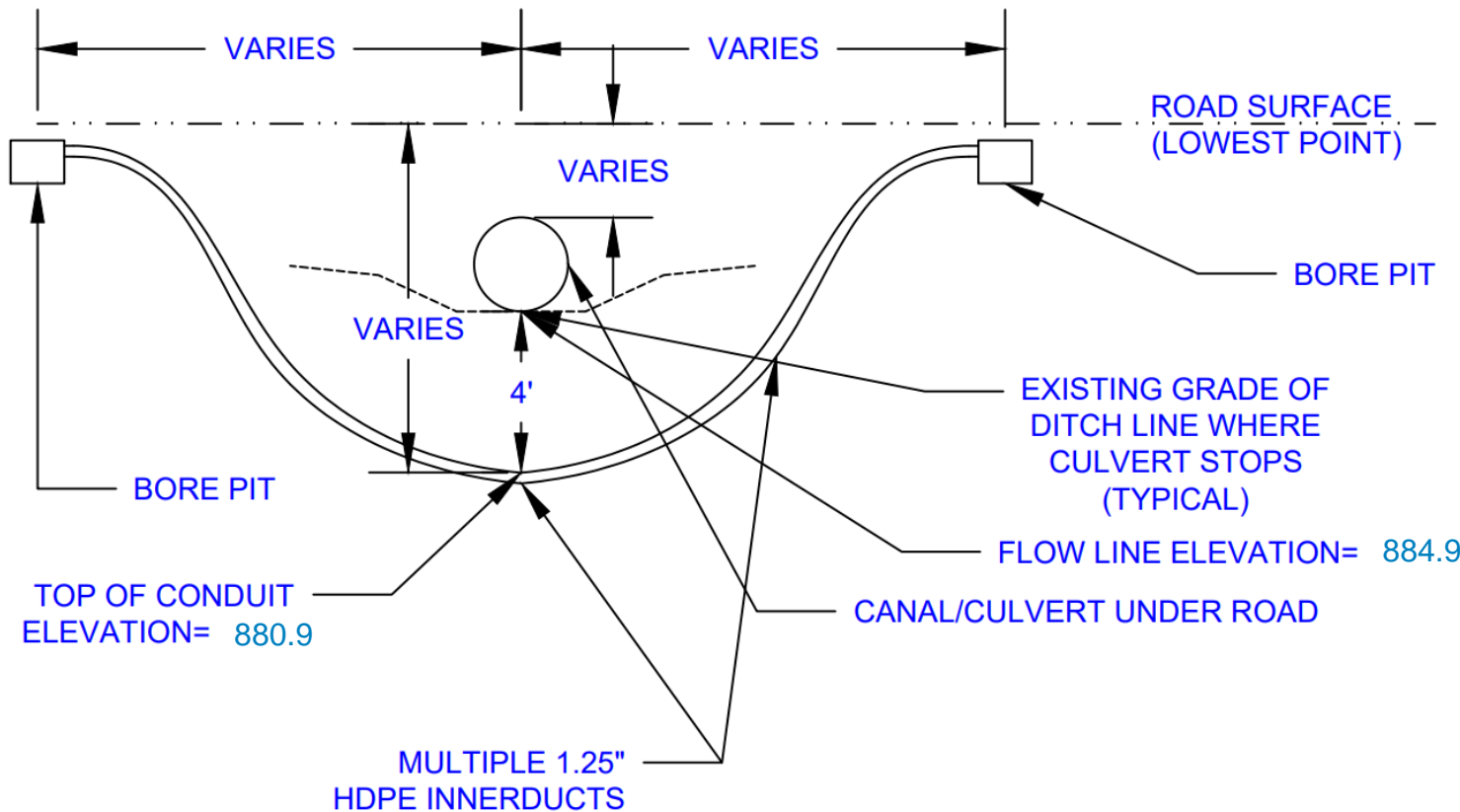
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ELEVATION VIEW FOR MINNESOTA CANAL GATEWAY JOB SAMPLE

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Location: Polk St. NE
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

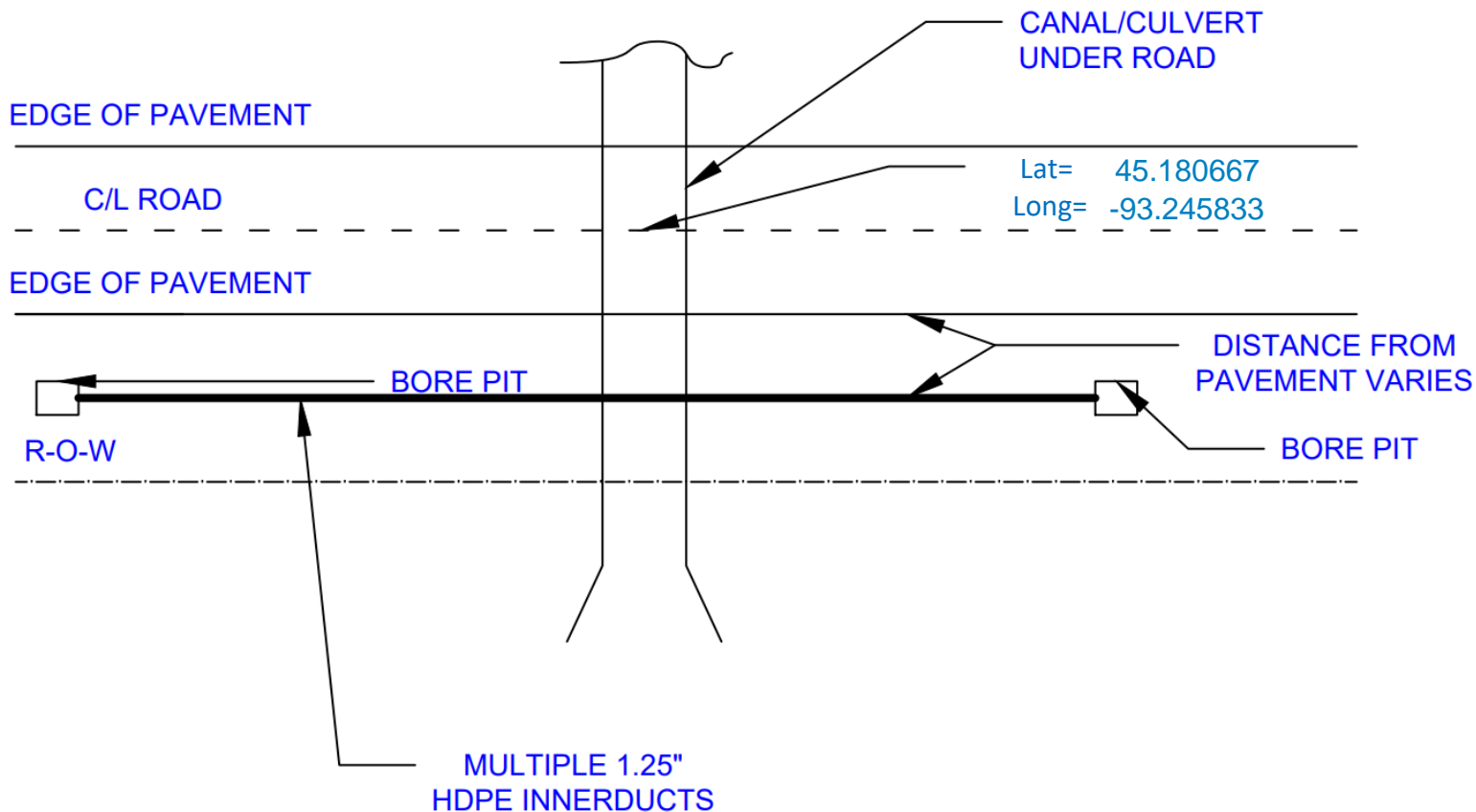
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Location: N 109th Ave NE
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

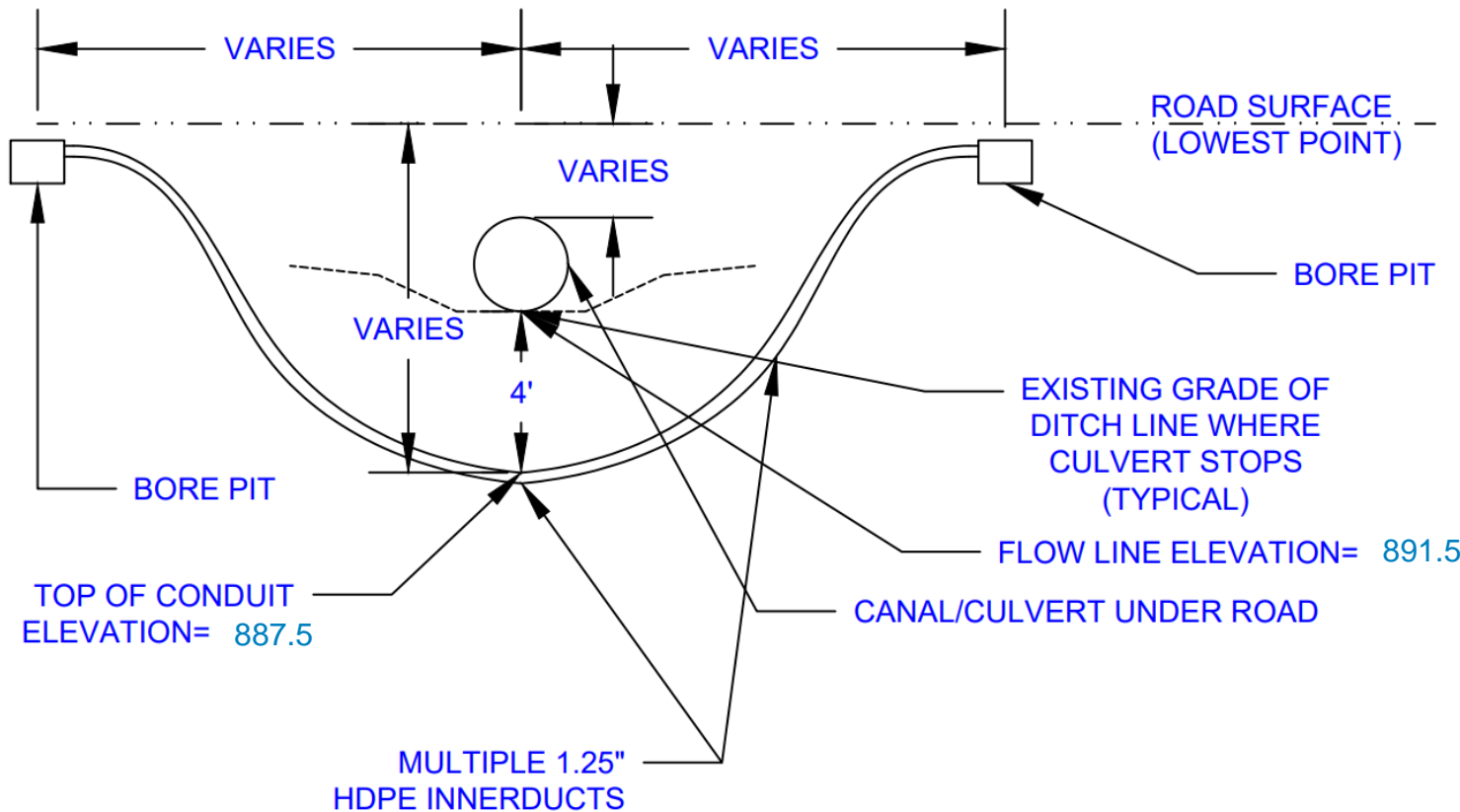
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Location: N. 109th Ave NE
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

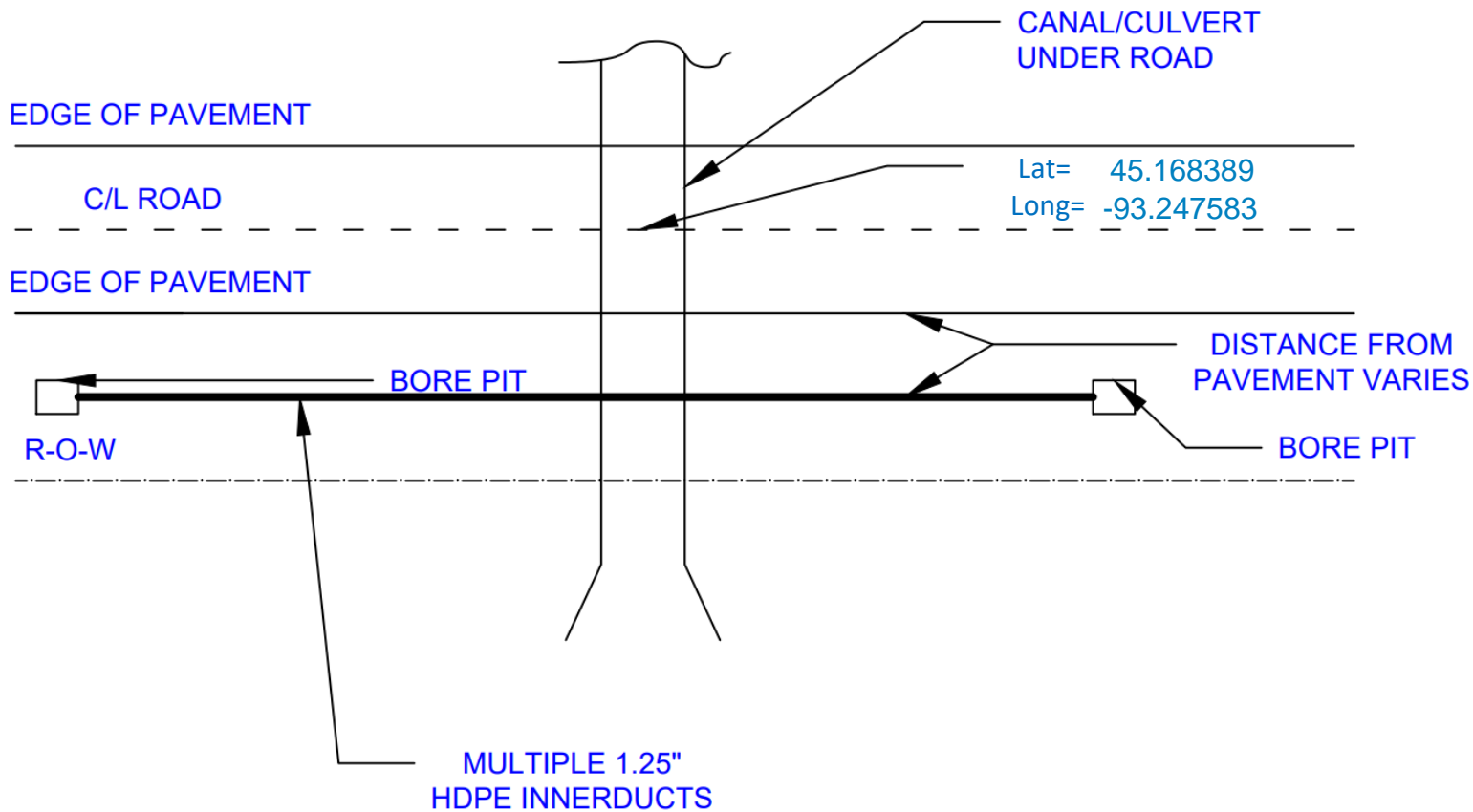
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GATEWAY FIBER
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Location: 117th Ave NW
Minneapolis, MN 55448

Drawn By: Christopher Childers
Reviewed By: Tom Turley

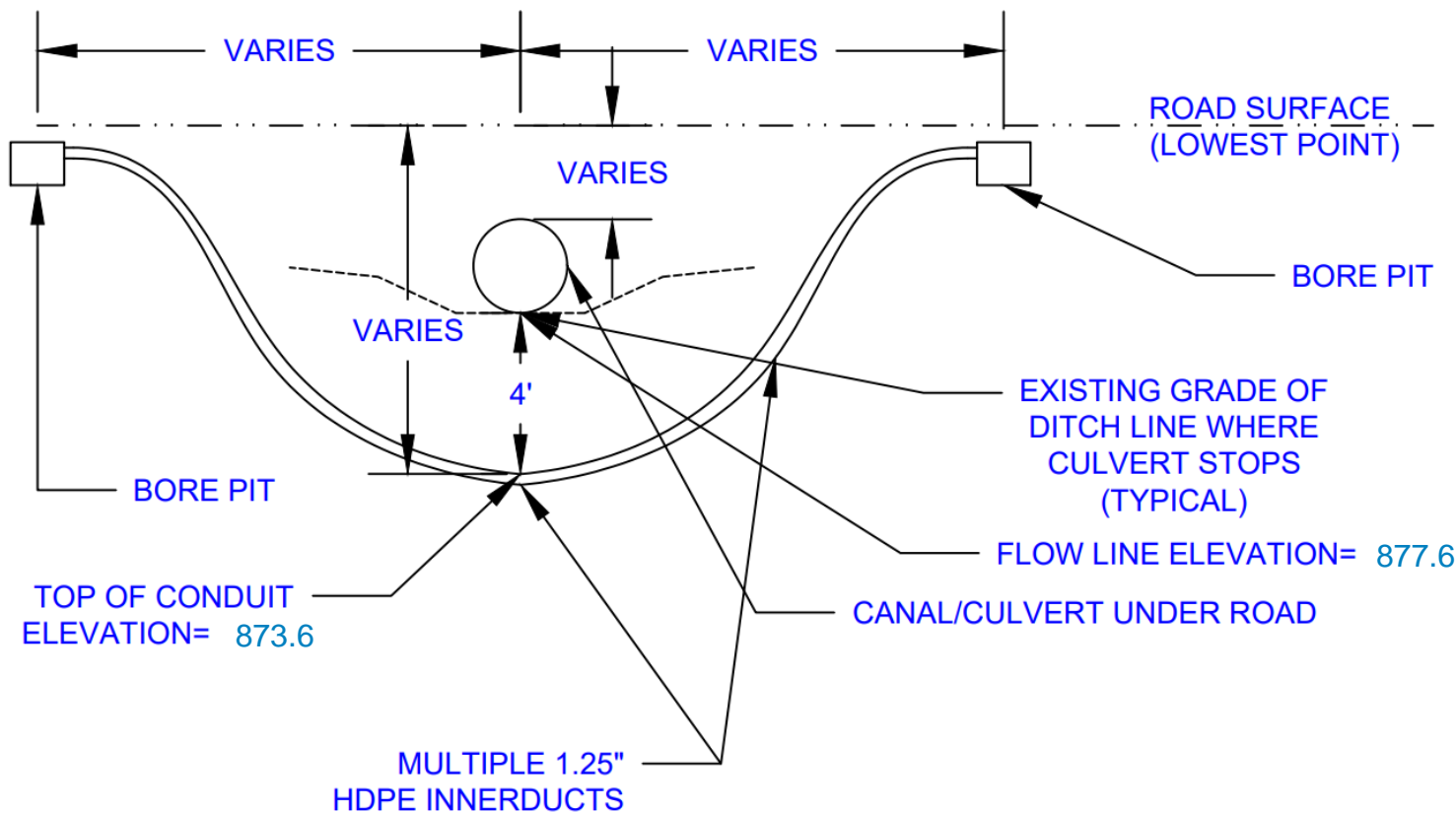
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ELEVATION VIEW FOR MINNESOTA CANAL GATEWAY JOB SAMPLE

Date: 12/08/2023

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GATEWAY FIBER
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888-201-4339

Location: 117th Ave NW
Minneapolis, MN 55448

Drawn By: Christopher Childers
Reviewed By: Tom Turley

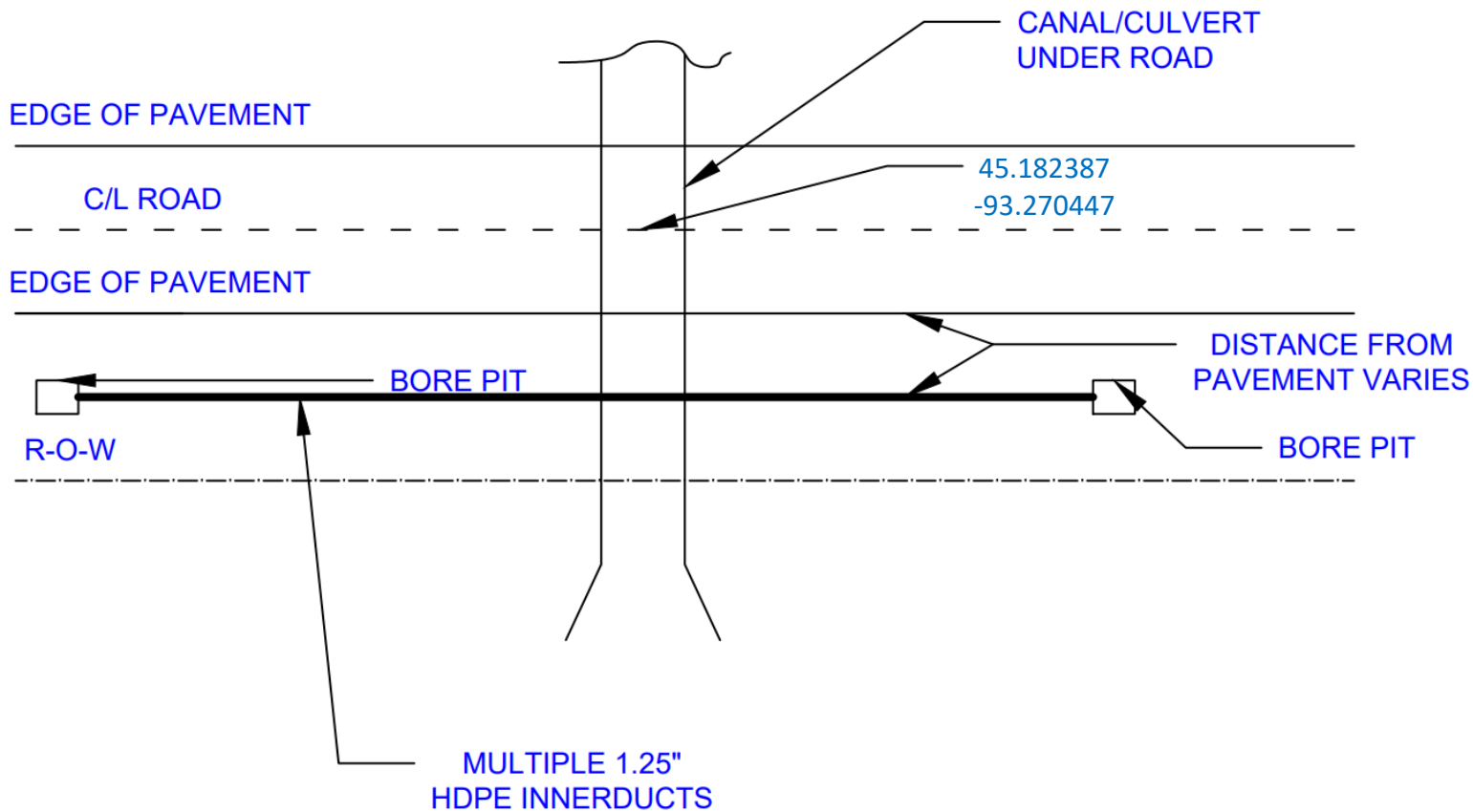
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GATEWAY FIBER
275 W SERVICE RD, SUITE O
WRIGHT CITY, MO 63390
888-201-4339

Location: N. 124th Ln NE
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

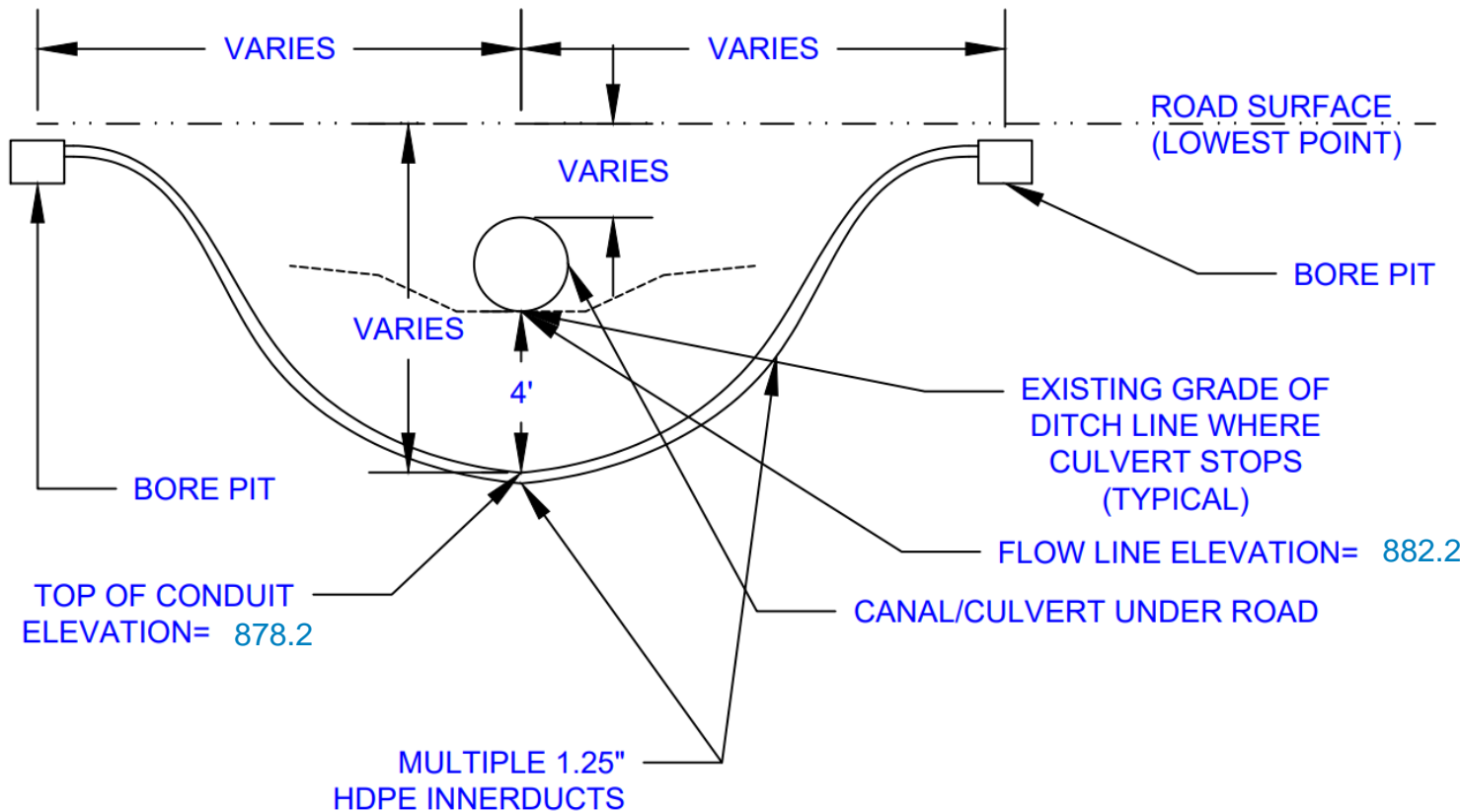
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GATEWAY FIBER
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WRIGHT CITY, MO 63390
888-201-4339

Location: N. 124th Ln NW
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

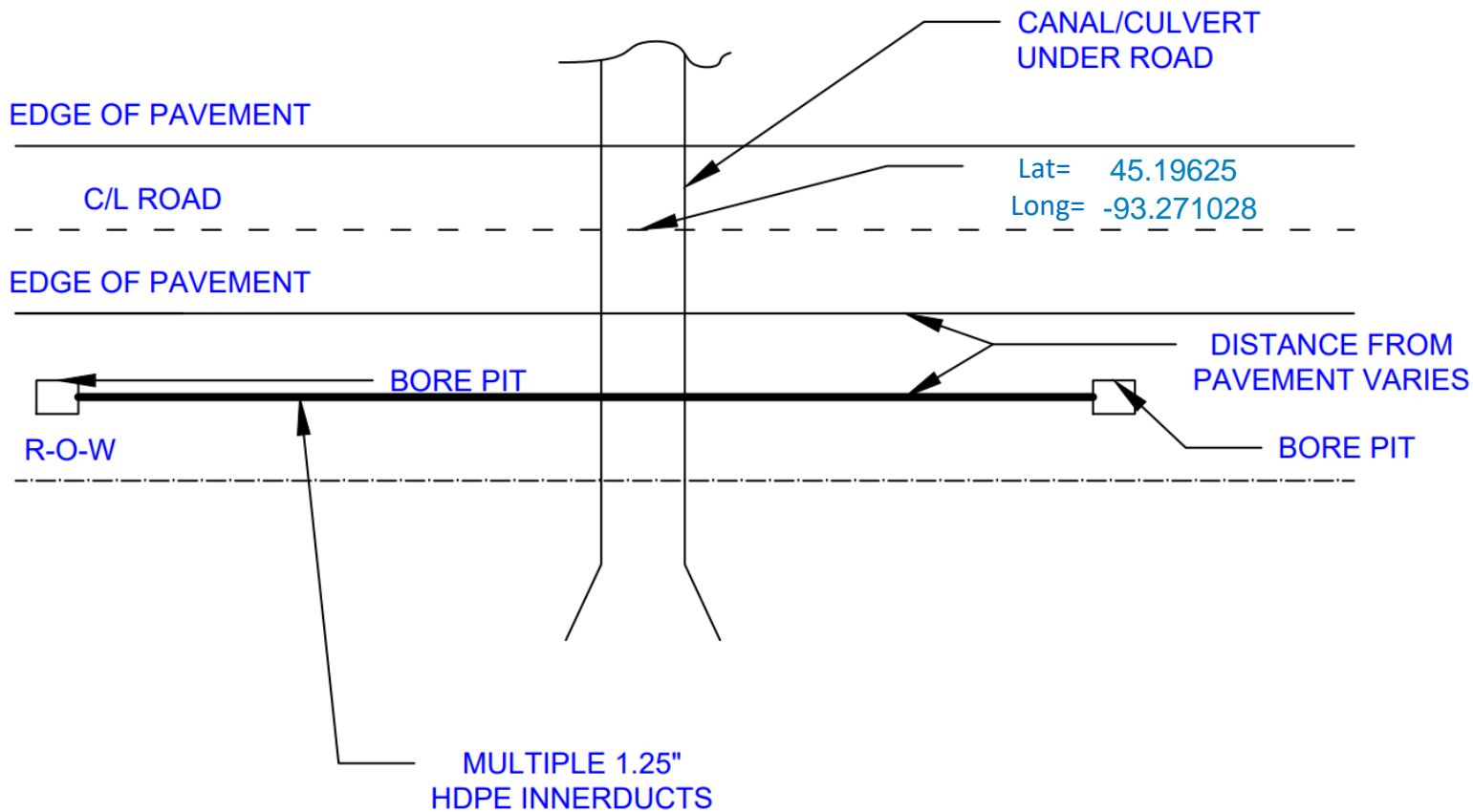
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Date: 04/16/2024

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GATEWAY FIBER
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WRIGHT CITY, MO 63390
888-201-4339

Location: 121st Ave NW
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Drawn By: Arna Wade
Reviewed By: Arna Wade

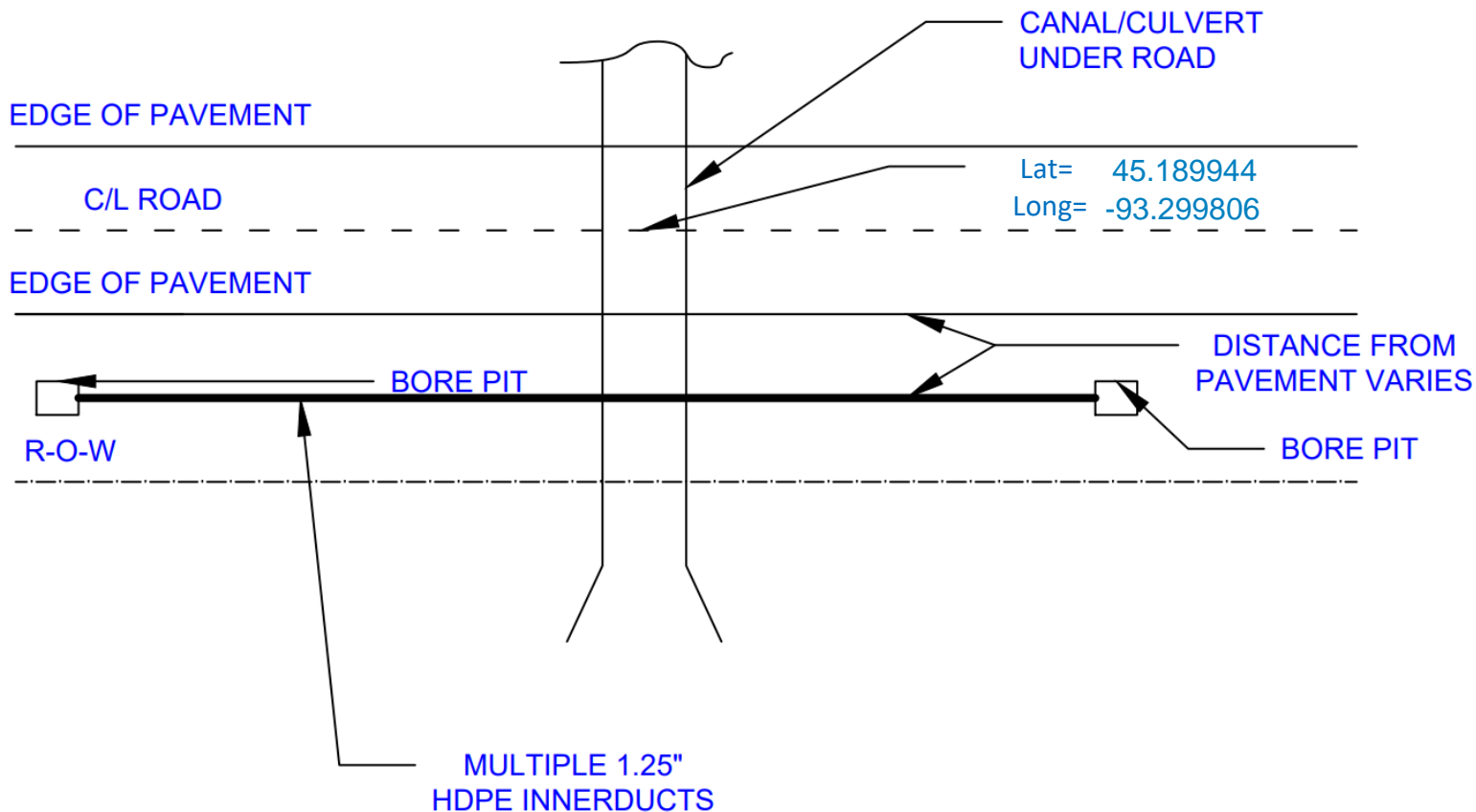
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573-474-2065



GATEWAY FIBER
275 W SERVICE RD, SUITE O
WRIGHT CITY, MO 63390
888-201-4339

Location: S. Pleasure Creek Pkwy
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

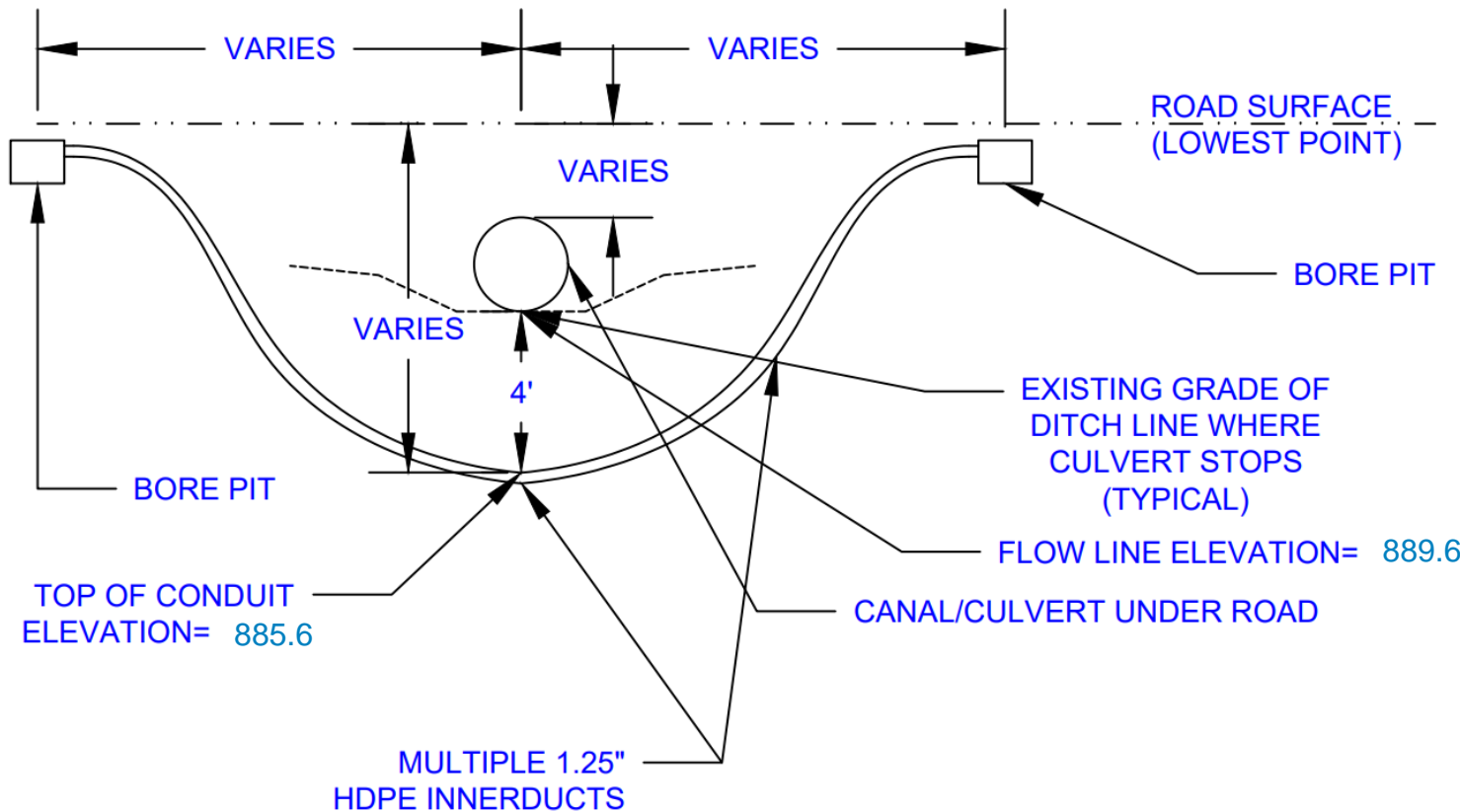
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ELEVATION VIEW FOR MINNESOTA CANAL GATEWAY JOB SAMPLE

Date: 04/16/2024

No Scale

Main Sheet





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313 North Gladstone
Jonesburg, MO 63351
573-474-2065



GATEWAY FIBER
275 W SERVICE RD, SUITE O
WRIGHT CITY, MO 63390
888-201-4339

Location: S. Pleasure Creek Pkwy
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

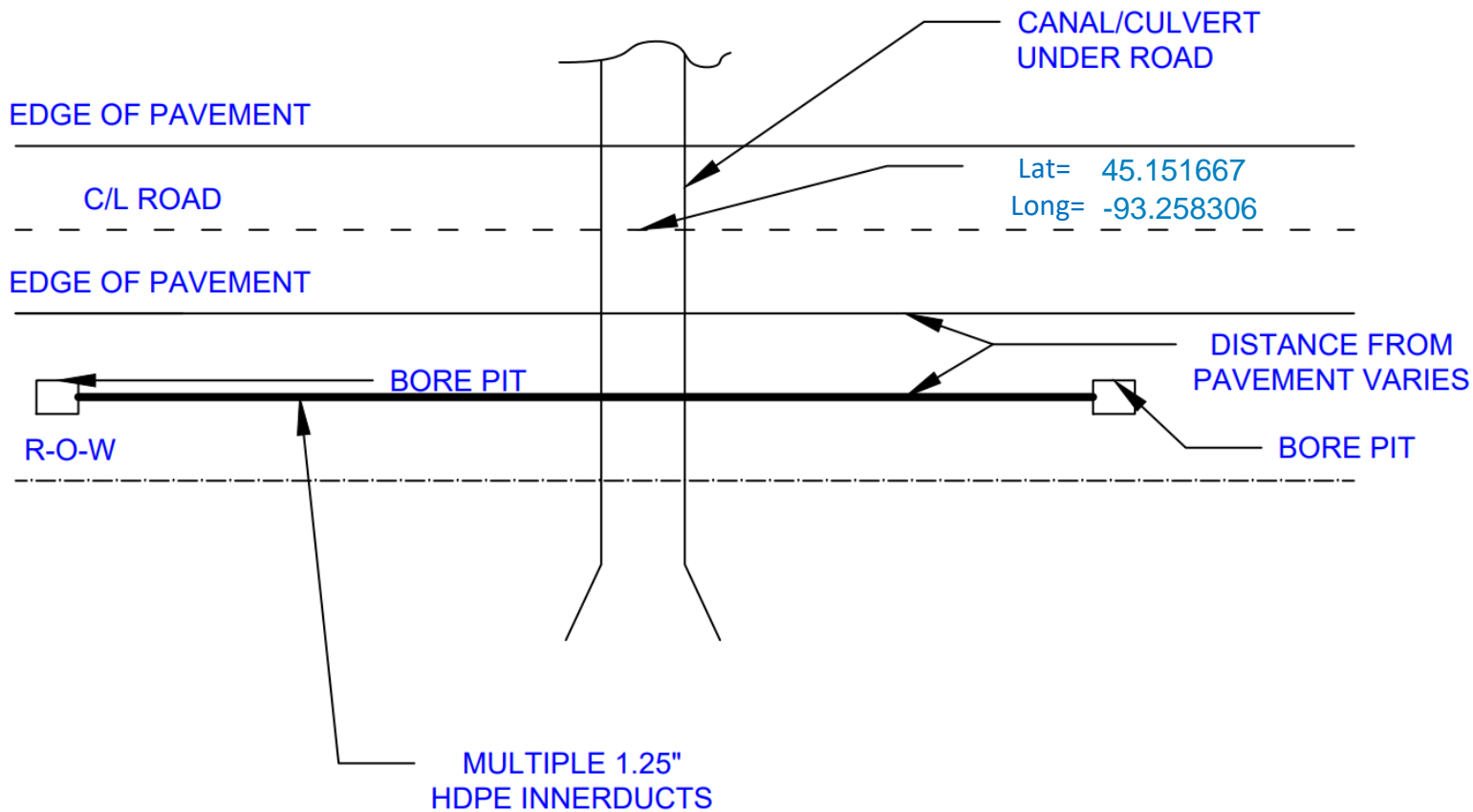
Sheet 2 of 2

**ELEVATION VIEW FOR
MINNESOTA CANAL
GATEWAY JOB SAMPLE**

Date: 04/16/2024

No Scale

Main Sheet





UtiliSource
P.O. Box 237
313 North Gladstone
Jonesburg, MO 63351
573-474-2065



GATEWAY FIBER
275 W SERVICE RD, SUITE O
WRIGHT CITY, MO 63390
888-201-4339

Location: Grouse St. NW
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

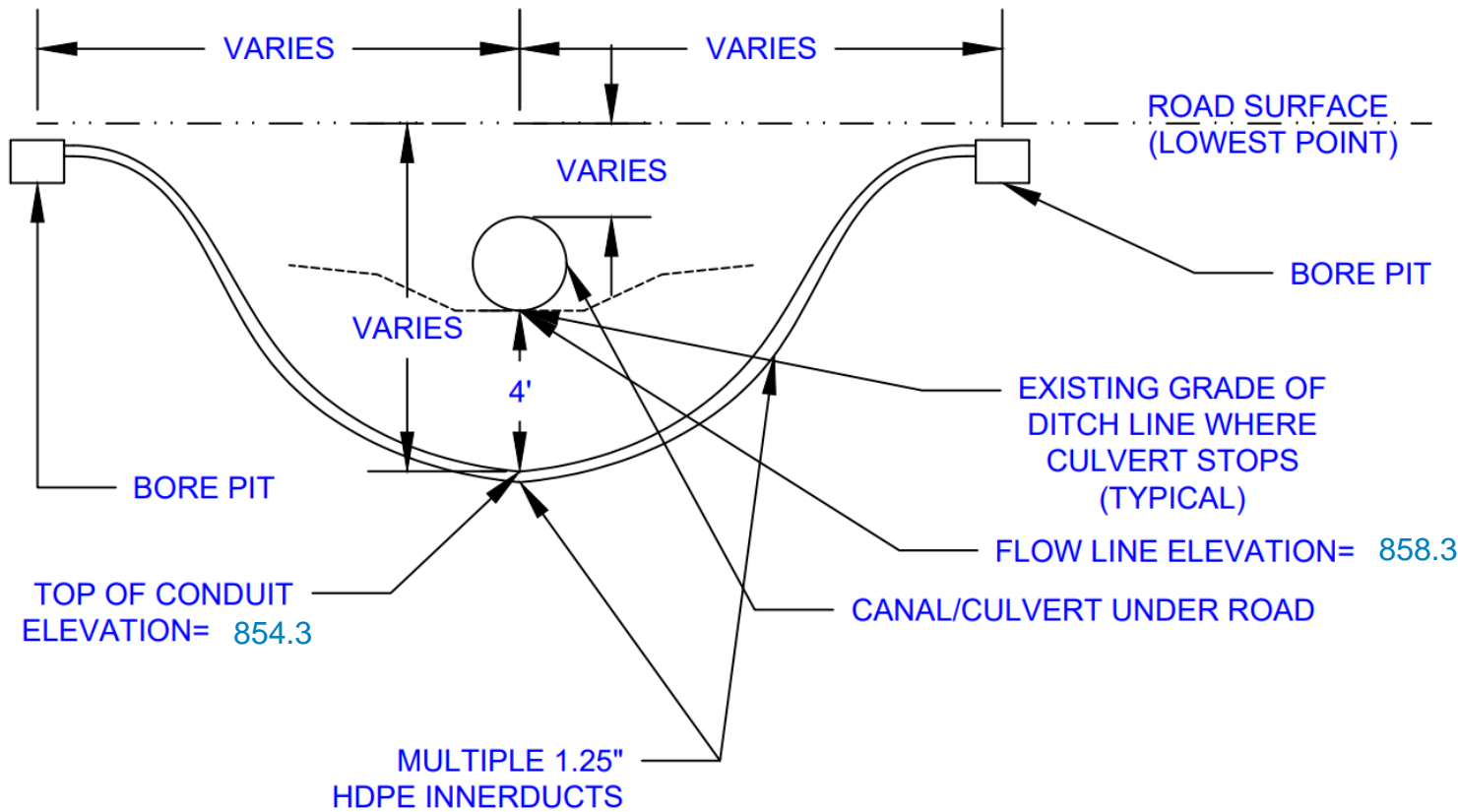
Sheet 1 of 2

ELEVATION VIEW FOR MINNESOTA CANAL GATEWAY JOB SAMPLE

Date: 04/16/2024

No Scale

Main Sheet





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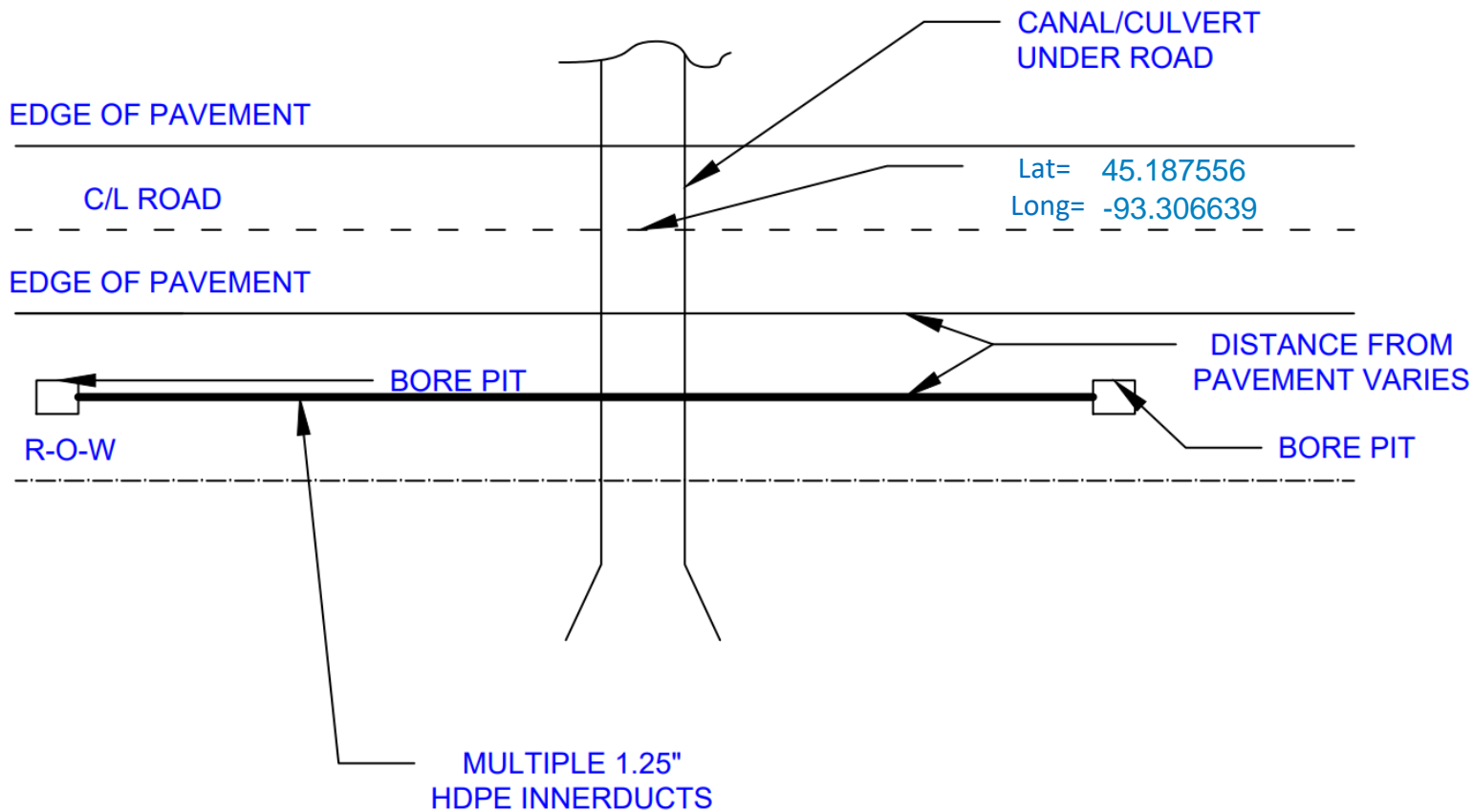
Sheet 2 of 2

**ELEVATION VIEW FOR
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Date: 04/16/2024

No Scale

Main Sheet





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Jonesburg, MO 63351
573-474-2065



GATEWAY FIBER
275 W SERVICE RD, SUITE O
WRIGHT CITY, MO 63390
888-201-4339

Location: N. Pleasure Creek Pkwy
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

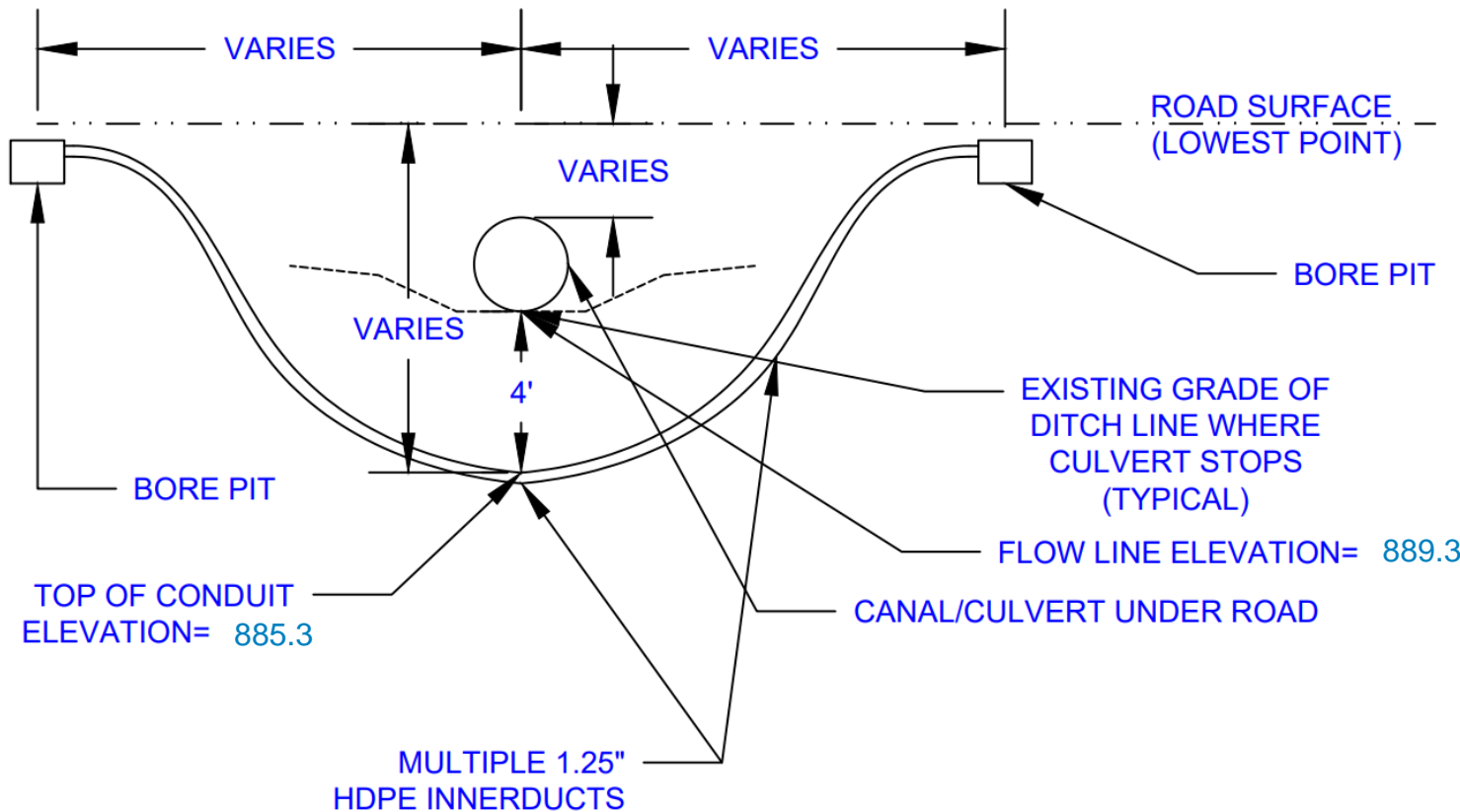
Sheet 1 of 2

ELEVATION VIEW FOR MINNESOTA CANAL GATEWAY JOB SAMPLE

Date: 04/16/2024

No Scale

Main Sheet





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GATEWAY FIBER
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888-201-4339

Location: N. Pleasure Creek Pkwy
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

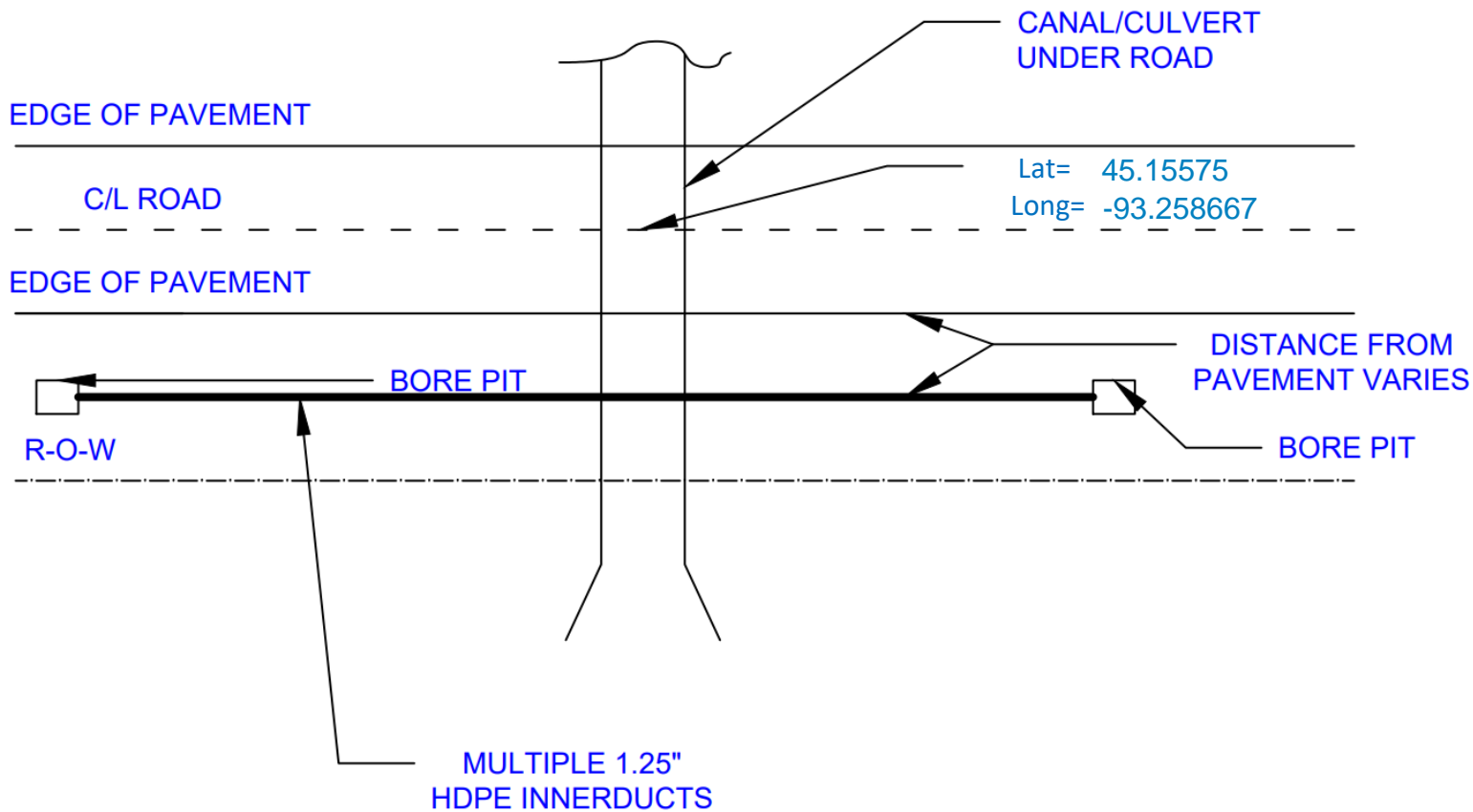
Sheet 2 of 2

**ELEVATION VIEW FOR
MINNESOTA CANAL
GATEWAY JOB SAMPLE**

Date: 04/16/2024

No Scale

Main Sheet





UtiliSource
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313 North Gladstone
Jonesburg, MO 63351
573-474-2065



GATEWAY FIBER
275 W SERVICE RD, SUITE O
WRIGHT CITY, MO 63390
888-201-4339

Location: Jackson St. NE
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

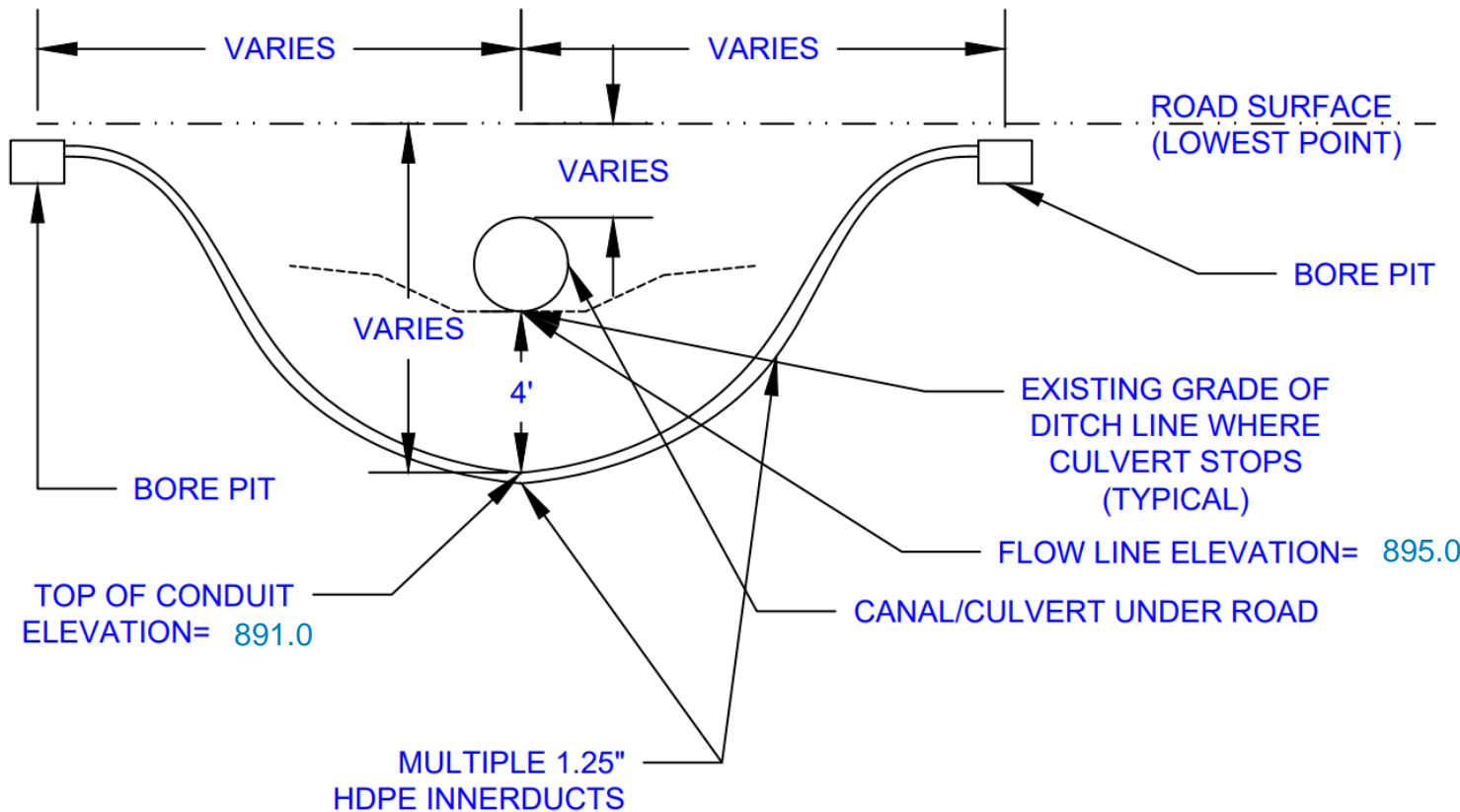
Sheet 1 of 2

ELEVATION VIEW FOR MINNESOTA CANAL GATEWAY JOB SAMPLE

Date: 04/16/2024

No Scale

Main Sheet





UtiliSource
P.O. Box 237
313 North Gladstone
Jonesburg, MO 63351
573-474-2065



GATEWAY FIBER
275 W SERVICE RD, SUITE O
WRIGHT CITY, MO 63390
888-201-4339

Location: Jackson St. NE
Minneapolis, MN 55448

Drawn By: Arna Wade
Reviewed By: Arna Wade

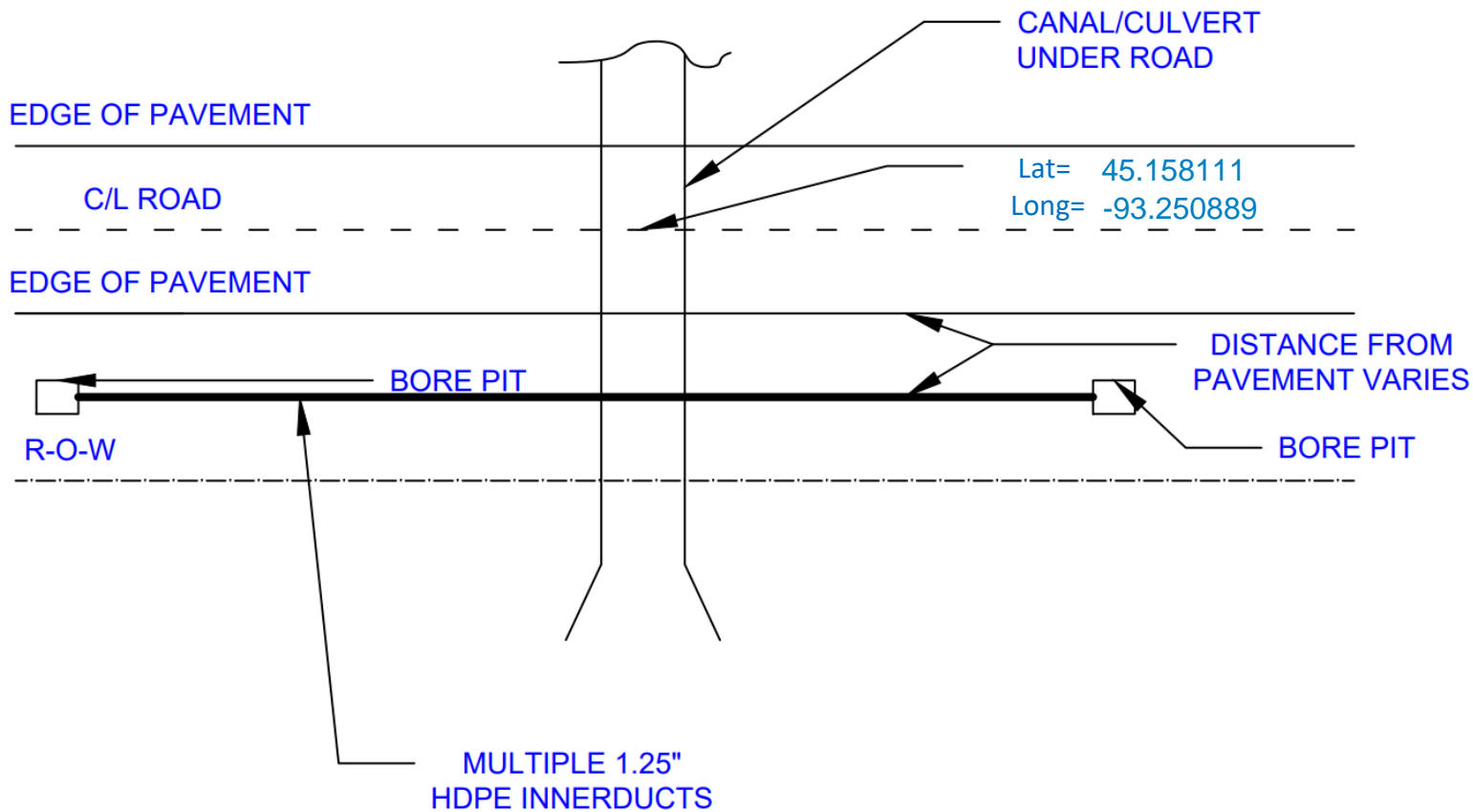
Sheet 2 of 2

**ELEVATION VIEW FOR
MINNESOTA CANAL
GATEWAY JOB SAMPLE**

Date: 04/16/2024

No Scale

Main Sheet



Permit Application Review Report
Date: 5/22/2024

Board Meeting Date: 5/28/2024
Agenda Item: 11

Applicant/Landowner:

Rick Weber
13118 Jackson St NE
Blaine, MN 55434

Project Name: Ham Lake Lot Adjustment

Project PAN: P-24-002

Project Purpose: construction of a single-family home and associated stormwater treatment features

Project Location: XXX University Ave NE, Ham Lake

Site Size: size of parcel - 72.2 acres; size of disturbed area - 2.2 acres; size of regulated impervious surface - 0.44 acres

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

Recommendation: Approve with 2 Conditions and 3 Stipulations

Description: The project proposes the construction of a new single-family home, extension of a road and cul-de-sac and associated infiltration basins for stormwater treatment. The parcel is approximately 72 acres. The project will disturb 2.2 acres and create 0.44 acres of regulated impervious. The site drains to Prairie Creek. The relevant water resource issues are stormwater management and erosion and sediment control which correspond to District Rules 3 and 4. See attached Figure 1: Project Location and Figure 2: Site Plan.

Conditions to be Met Before Permit Issuance:

Rule 2.7 – Procedural Requirements

1. Submittal of a performance escrow in the amount of \$3,100.00.

Rule 3.0 – Stormwater Treatment

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

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

1. Submittal of as-builts for the stormwater management practices and associated structures listed in Tables 2 and 3, including volume, critical elevations and proof of

- installation for hydrodynamic separators.
2. Completion of post construction infiltration tests on Infiltration Basin 1 and 2 by filling the basin to a minimum depth of 6 inches with water and monitoring the time necessary to drain, or multiple double ring infiltration tests to ASTM standards. The Coon Creek Watershed District shall be notified prior to the test to witness the results.
 3. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule and quantities prior to construction.

Exhibits:

Exhibit Type	Exhibit Author	Signature Date	Received Date
Soil Boring Test Report	Tradewell Soil Testing	03/06/2024	03/07/2024
Soil Boring Test Report	Tradewell Soil Testing	04/24/2024	04/24/2024
Proposed Plat	E.G. Rud & Sons, Inc.	04/24/2024	04/24/2024
Construction Plans	Plowe Engineering, Inc.	04/24/2024	04/24/2024
Stormwater Drainage Report	Plowe Engineering, Inc.	04/24/2024	04/24/2024

Findings

Fees and Escrows (Rule 2.7):

The applicant has submitted a \$760 application fee and deposit which corresponds with the nonrefundable application fee (\$10), base fee for a Single Family/Multifamily Residential Development project (\$750.00). The applicant will be required to submit a performance escrow in the amount of \$3,100.00. This corresponds to a base escrow of \$2,000, plus an additional \$500/acre of disturbance (2.2 acres of land disturbance proposed).

Stormwater Management (Rule 3.0):

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

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

Rate Control: Peak stormwater flow rate at the CD 58 discharge point increases from the pre-development condition for the 24-hour precipitation event with a return frequency of 2 and 25 years as shown in Table 1. No adverse impacts are anticipated because there is adequate capacity in CD-58 to absorb these small increases. The project will not impact Drainage Sensitive Use areas downstream. The rate control standard is met to the maximum extent practicable.

Point of Discharge	2-year (cfs)		10-year (cfs)		25-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed
SE	1.75	1.57	3.63	3.41	5.35	5.09	8.81	8.48
CD 58	2.09	2.12	4.77	4.67	7.18	7.43	12.75	12.2

Table 1.

Volume Control:

The proposed project is new development; therefore, the volume reduction requirement is equal to 1.1 inches over the area of all impervious surface. The amount of proposed impervious required to be treated is 19,272 ft².

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

Drainage Area	Impervious required to be treated (ft ²)	Proposed SMP	TP Removal Factor	Required Water Quality Volume (ft ³)	Water Quality Volume Provided (ft ³)
Area P3	745	none	0	68	0
Area B	2,500	Infiltration Basin B	1	229	1,337
Area A	16,027	Infiltration Basin 1	1	1,469	7,875
Totals:	19,272			1,766	9,212

Table 2.

The following pretreatment has been provided:

SMP ID	Pretreatment Device/Method	Percent TSS Removal
Infiltration Basin B	Overland Flow	80
Infiltration Basin 1	Rain Guardian	80

Table 3.

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

The volume control standard has not been met as shown in Table 2. Area P3 is a portion of the cul-de-sac extension that cannot be routed to a treatment feature due to existing grades. The volume control standard has been met to the maximum extent practicable.

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

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

Discharge Point	TSS Removal Provided
SE	0
CD 58	86

Table 4.

The SE discharge point is a portion of the cul-de-sac extension that cannot be routed to a stormwater treatment feature. The TSS removal standard is met to the maximum extent practicable Table 4.

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

Wetland ID	West	Northeast
Wetland Type	Slightly Susceptible	Slightly Susceptible
Change of Bounce 2 yr (ft)	0	-0.02
Change of Bounce 10 yr (ft)	0	-0.07
Change of Run Out Control (ft)	0	0

Table 5.

The change of inundation for each wetland was not modeled for this project as they are ditched wetlands which cannot be accurately modeled. Due to the volumes discharging into the wetlands, the sizes of the receiving wetlands, and that there are no changes to the outlet elevations for either wetland, inundation requirements are assumed to be met. All discharge to wetland requirements are met as shown in Table 5.

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

Low Floor Freeboard: The proposed project is new development which includes buildings and habitable structures. Therefore, SMPs must be designed such that the lowest basement floor elevations are at least 2 feet above the 100-yr high water level or 1 foot above the emergency overflow. The lowest basement floor elevation proposed is 896.9 MSL. The applicable 100-year high water levels are 896.6 and 894.9 MSL and the applicable emergency overflows are 896.5 and 894.7. The applicant has provided Darcy's Law calculations which indicate no adverse impacts are anticipated resulting from Basin 1 not meeting the standard low floor elevations. The freeboard requirement is met.

Maintenance:

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

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

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

Soils and Erosion Control (Rule 4.0)

Rule 4.0 applies to the proposed project because it includes land disturbing activities of 10000 square feet or more and is within 300 feet of and drains to a waterbody.

The proposed project drains to Prairie Creek. The soils affected by the project includes Zimmerman and does not have a soil erodibility factor of 0.15 or greater. Disturbed areas are proposed to be stabilized within 7 days, as required. The proposed erosion and sediment control plan includes perimeter control, rock construction entrance, inlet protection, and street sweeping. The erosion control plan meets District Requirements. See attached Figure 3: Erosion and Sediment Control Plan.

Wetlands (Rule 5.0)

Wetlands exist on site, but no impacts are proposed. Rule 5.0 does not apply.

Floodplain (Rule 6.0)

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

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

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

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

Buffers (Rule 8.0)

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

Variances (Rule 10.2)

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

P24-002



Figure 1: Project Location

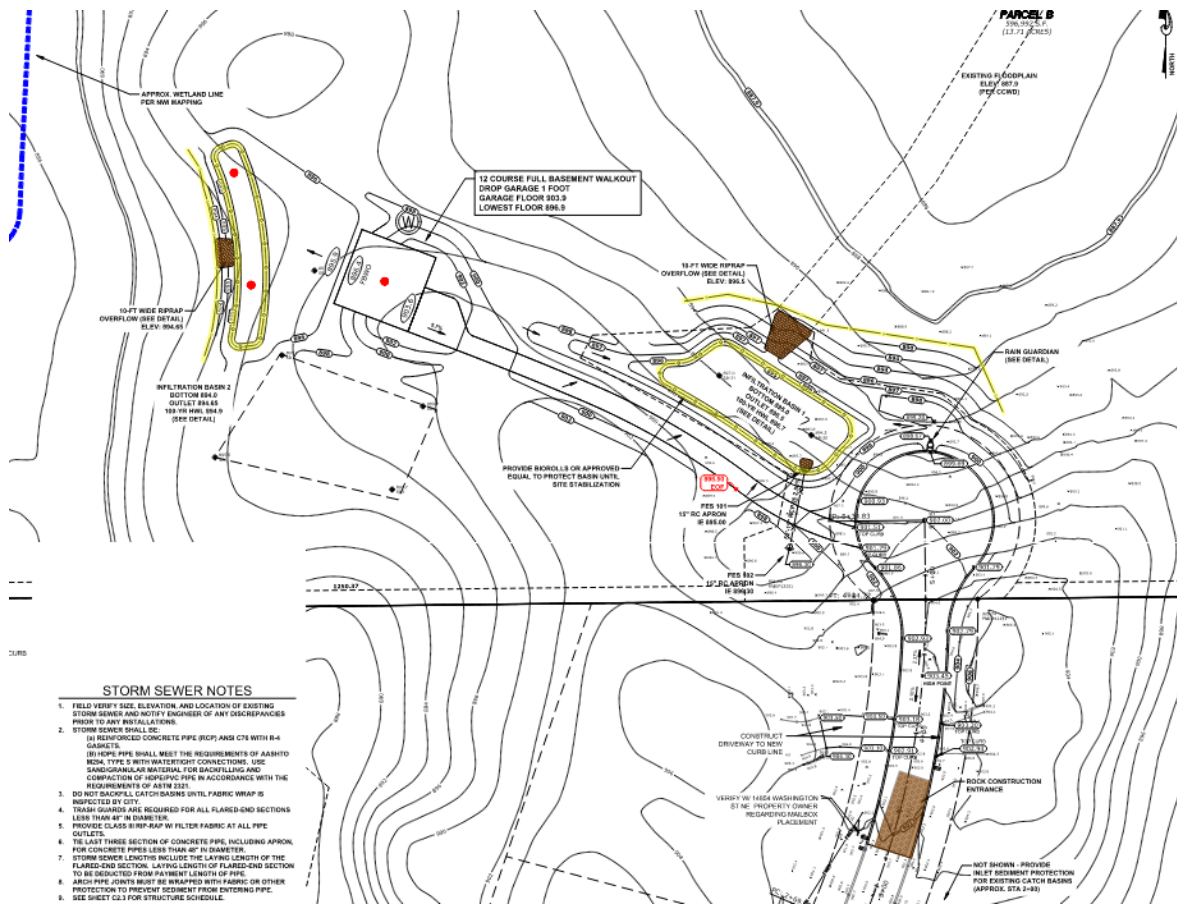


Figure 2 & 3: Site Plan and Erosion & Sediment Control Plan

GENERAL NOTES

1. THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF EXISTING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO TYPE AND LOCATION OF UTILITIES AS NECESSARY TO AVOID DAMAGE TO THESE UTILITIES.
2. CALL "811" FOR EXISTING UTILITIES LOCATIONS PRIOR TO ANY EXCAVATIONS.
3. THE CONTRACTOR SHALL FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING UTILITIES AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO THE START OF INSTALLATIONS.
4. INSTALLATIONS SHALL CONFORM TO THE CITY STANDARD SPECIFICATIONS AND DETAIL PLATES.
5. STORAGE OF MATERIALS OR EQUIPMENT SHALL NOT BE ALLOWED ON PUBLIC STREETS OR WITHIN PUBLIC RIGHT-OF-WAY.
6. NOTIFY CITY AND COON CREEK WATERSHED DISTRICT (CCWD) A MINIMUM OF 48 HOURS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
7. ALL ELECTRIC, TELEPHONE, AND GAS EXTENSIONS INCLUDING SERVICE LINES SHALL BE CONSTRUCTED TO THE APPROPRIATE UTILITY COMPANY SPECIFICATIONS. ALL UTILITY DISCONNECTIONS SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANY.

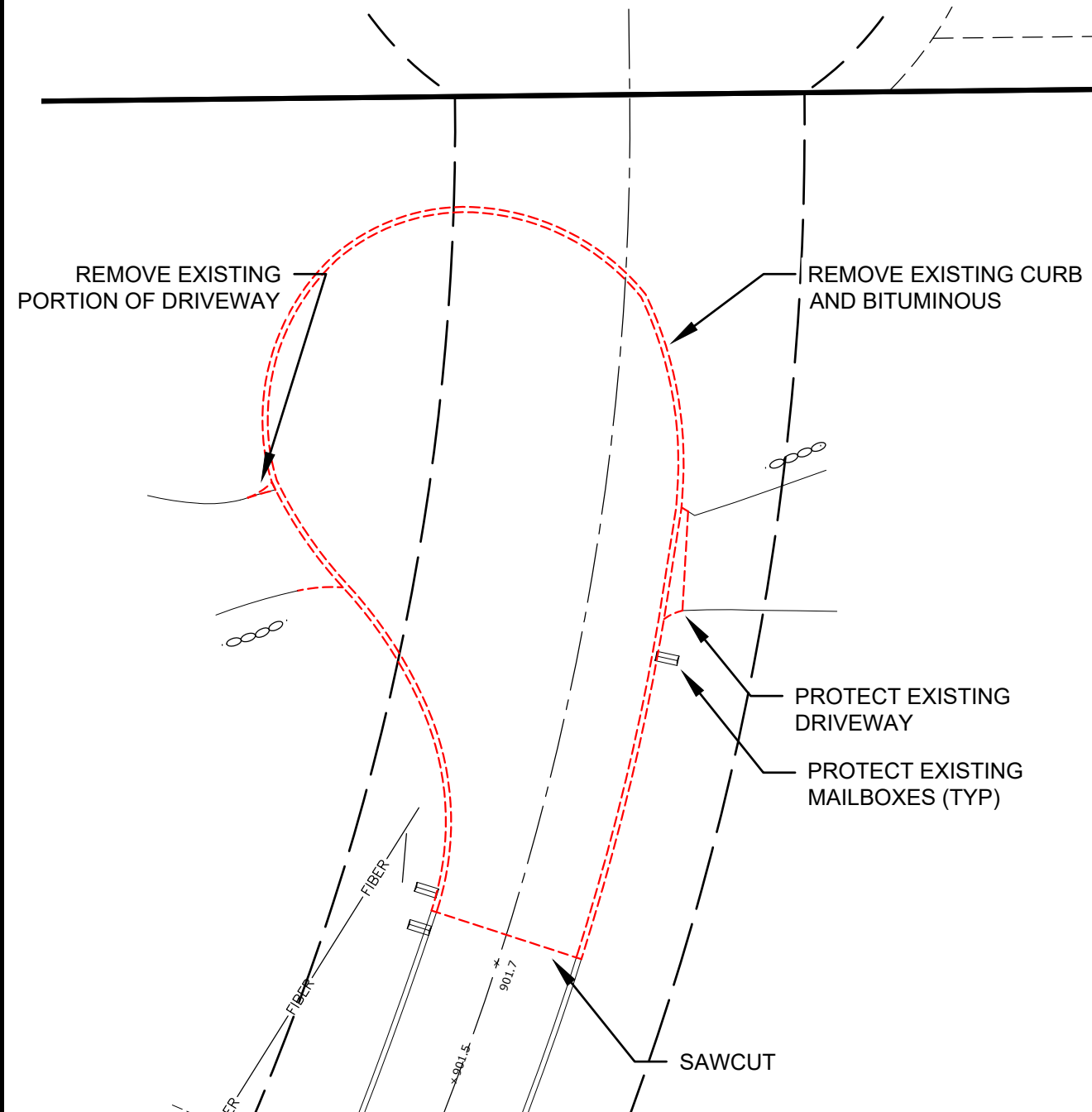
CURB & BITUMINOUS NOTES

1. REMOVAL AND DISPOSAL OF EXISTING STREET MATERIALS AS REQUIRED FOR CONSTRUCTION IS CONSIDERED INCIDENTAL.
2. ALL MATCH POINTS AND PAVEMENT PATCHES TO BE SAW-CUT AT FULL DEPTH.
3. RESTORE DISTURBED STREET TO EXISTING OR BETTER SECTION.
4. BACKFILLING OF CURB IS INCIDENTAL TO CURB INSTALLATION.

LEGEND

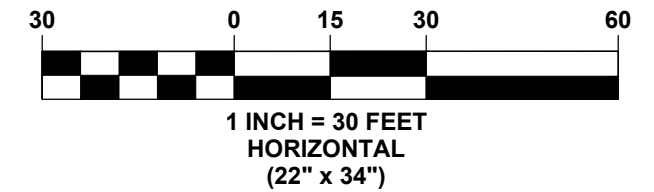
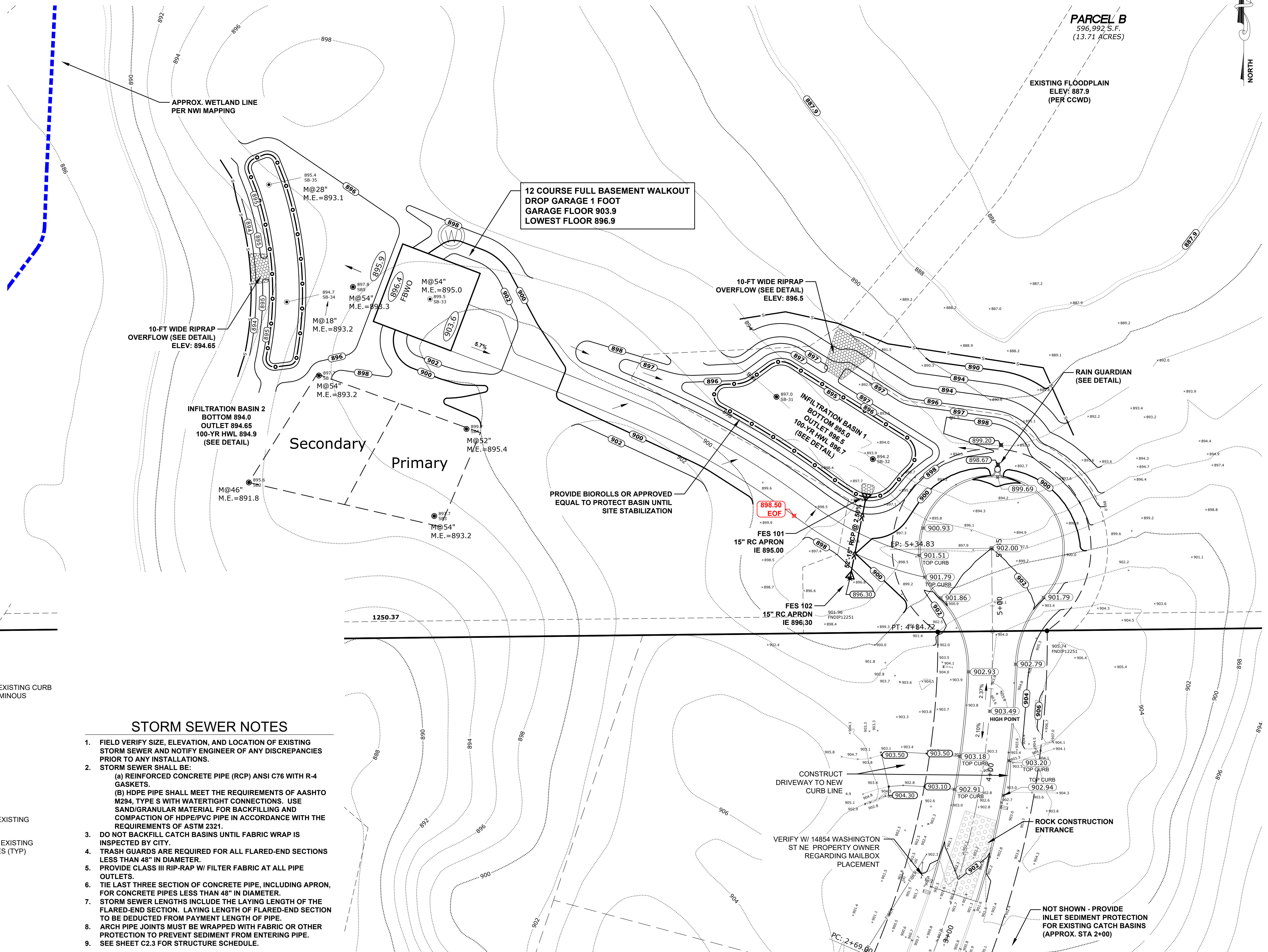
- EXISTING ELECTRICAL BOX
- EXISTING MAIL BOX
- EXISTING RETAINING WALL
- EXISTING UNDERGROUND GAS
- EXISTING UNDERGROUND FIBEROPTIC
- EXISTING BITUMINOUS SURFACE
- EXISTING CONCRETE SURFACE
- PROPOSED STORM SEWER PIPE
- PROPOSED STORM CATCH BASIN
- PROPOSED FLARED-END SECTION
- PROPOSED CONTOUR
- PROPOSED SPOT ELEVATION (GUTTERLINE, BITUMINOUS SURFACE, OR GROUND SURFACE UNLESS OTHERWISE INDICATED)
- PROPOSED DIRECTION OF DRAINAGE
- PROPOSED SILT FENCE
- PROPOSED BIOROLLS
- PROPOSED INLET PROTECTION
- PROPOSED RIP-RAP

REMOVALS



STORM SEWER NOTES

1. FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING STORM SEWER AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO ANY INSTALLATIONS.
2. STORM SEWER SHALL BE:
 - (a) REINFORCED CONCRETE PIPE (RCP) ANSI C76 WITH R-4 GASKETS.
 - (b) HDPE PIPE SHALL MEET THE REQUIREMENTS OF AASHTO M294, TYPE S WITH WATERTIGHT CONNECTIONS. USE SAND/GRANULAR MATERIAL FOR BACKFILLING AND COMPACTION OF HDPE/PVC PIPE IN ACCORDANCE WITH THE REQUIREMENTS OF ASTM 2321.
3. DO NOT BACKFILL CATCH BASINS UNTIL FABRIC WRAP IS INSPECTED BY CITY.
4. TRASH GUARDS ARE REQUIRED FOR ALL FLARED-END SECTIONS LESS THAN 48" IN DIAMETER.
5. PROVIDE CLASS III RIP-RAP W/ FILTER FABRIC AT ALL PIPE OUTLETS.
6. TIE LAST THREE SECTION OF CONCRETE PIPE, INCLUDING APRON, FOR CONCRETE PIPES LESS THAN 48" IN DIAMETER.
7. STORM SEWER LENGTHS INCLUDE THE LAYING LENGTH OF THE FLARED-END SECTION. LAYING LENGTH OF FLARED-END SECTION TO BE DEDUCTED FROM PAYMENT LENGTH OF PIPE.
8. ARCH PIPE JOINTS MUST BE WRAPPED WITH FABRIC OR OTHER PROTECTION TO PREVENT SEDIMENT FROM ENTERING PIPE.
9. SEE SHEET C2.3 FOR STRUCTURE SCHEDULE.



NORTH

PLOWE ENGINEERING, INC.
6776 LAKE DRIVE
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701



DRAWN BY: AG
JOB NO: 23-2132
CHECK BY: MGA
DATE: 01/15/24

NO.	DATE	DESCRIPTION
1	2-12-24	CITY / CCWD INITIAL COMMENTS
2	4-24-24	CITY / CCWD REVIEW
3	5-13-24	CITY REVIEW COMMENTS
4		
5		
6		
7		
8		

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.
 ADMIRAL WIKEL
 License No. 43863
 Date: 05.13.2024

McGLOVER FARM
HAIN LAKE, MN
GRADING, DRAINAGE & ESC PLAN
 PREPARED FOR: RICK WEBER

SHEET
C1.1

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: May 28, 2024
AGENDA NUMBER: 12
ITEM: Process and Timeline for District Administrator's Review

AGENDA: Discussion

ACTION REQUESTED

Receive Report

PURPOSE & SCOPE OF ITEM

To review and discuss the timeline for the performance review and employment agreement review of the District Administrator.

BACKGROUND

At the May 13 meeting the Board noted the District Administrator's employment length and the fact that his current employment agreement had expired and needs to be updated.

Three issues were discussed:

1. The need for a new and updated employment agreement
2. An evaluation of the Administrator's performance
3. Plan for succession.

The Board acted to:

1. Extend Tim Kelly's employment contract for 90 days.
2. Ordered a new updated agreement to be developed during that time.
3. Established a review committee comprised of the District President and Vice President to complete a review of the Administrator's performance and proposed terms for a revised employment agreement. The Board asked that the committee then report back to it with the committee's results and recommendations.

The Administrator was to provide a timeline for that process at the next meeting.

ISSUES/CONCERNS

1. Update on Employment Agreement: The Administrative Services Coordinator provided a signed copy of the current employment agreement and a working draft copy of that agreement without those items that are currently addressed in the employee manual to both the Attorney and the Administrator.

The Attorney and Administrator met on May 17 to review and discuss the two agreements. One item of discussion was appropriate and needed notice (90 days vs 60 days).

Tasks and steps remaining are:

- a) Final review and completion of a proposed draft agreement
 - b) Distribution of current and proposed agreement to President and Vice-President for their review and consideration
2. Update on Performance Review and Review Committee: The Administrator has reached out to committee members. Tentative date for review is June 13.
3. Succession: The "Succession Plan" is a work in progress. Administrator succession is currently envisioned (not approved by the Board) as follows:
- Orderly/Planned Succession
- 60–90-day notice
 - Board decision to fill position internally or externally.
- Unplanned Succession
- Administrator responsibilities assumed by Director of Operations
 - Limited Director of Operations responsibilities assumed by Operation and Maintenance Manager
 - Board decision to fill position internally or externally.

CONCLUSIONS

- i. The process has started.
- ii. Proposed employment agreement draft has been developed.
- iii. Completion of subcommittee performance review and revised agreement review expected by July 8 or prior to expiration of 90 day agreement extension, August 12, 2024.

QUESTIONS

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

MEETING DATE: May 28, 2024
AGENDA NUMBER: 13
ITEM: 2025 Operating Expenses Budget

AGENDA: Discussion

ACTION REQUESTED

Receive the budget report with any directions for staff.

PURPOSE & SCOPE OF ITEM

Addresses the costs and services for which the District expenses on an ongoing basis.

BACKGROUND

This budget category addresses general operating expenses required or needed for day-to-day functions of the District.

Code	Prepared	2021	2022	2023	2024			2025			Change 24-25
	5/21/2024 11:58	Actual	Actual	Actual	Budget	Projected	Var.	Current	Change	Request	
	Operating Expenses										
61558	Advertising	4,003	1,574	1,637	1,650	500	-70%	1,716	(716)	1,000	-39%
61552	Bank Charges	411	732	761	799	1,065	33%	831	287	1,118	40%
61575	Books & Software	9,008	7,765	18,498	19,200	19,200	0%	19,968	1,652	21,620	13%
62273	Cable	-	7,005	7,285	7,649	6,500	-15%	7,955	(935)	7,020	-8%
61105	Cleaning & Janitorial Supp	805	10,062	15,487	16,222	16,218	0%	16,871	(4)	16,867	4%
61557	Dues & Memberships	9,827	10,529	15,650	17,000	15,450	-9%	17,680	10,475	28,155	66%
61110	Gas, Oil, License	14,500	15,025	16,377	17,377	16,377	-6%	18,072	(2,072)	16,000	-8%
61149	Gen'l Supplies (office)	9,043	18,914	19,031	20,033	12,993	-35%	20,834	(10,203)	10,632	-47%
62370	Insurance-Liability	15,110	16,624	18,500	19,425	14,545	-25%	20,202	(4,930)	15,272	-21%
62372	Insurance-Property	921	1,004	4,700	4,935	8,861	80%	5,132	4,172	9,304	89%
62374	Insurance-Vehicles	852	941	1,135	1,192	1,216	2%	1,240	37	1,277	7%
62373	Insurance-Work Comp	6,009	5,228	5,437	5,709	9,913	74%	5,937	4,471	10,409	82%
62124	Leases & Rentals	19,251	5,594	5,818	3,600	4,692	30%	3,744	1,003	4,747	32%
61477	Meals & Staff Enrichment	2,501	2,000	1,750	2,965	2,965	0%	3,084	1,216	4,300	45%
61475	Mileage	2,814	2,718	2,827	683	600	-12%	710	(80)	630	-8%
61810	Misc & Contingencies	-	0	0	0	-	0%	-	1,750	1,750	#DIV/0!
61476	Other Travel Exp, Parking	79	0	40	40	40	0%	42	(2)	40	0%
62229	Phones	17,540	15,200	17,884	18,778	17,000	-9%	19,529	(1,169)	18,360	-2%
62231	Postage	300	987	1,027	975	500	-49%	1,014	(489)	525	-46%
61102	Printing	-	0	0	4,040	4,040	0%	4,202	(202)	4,000	-1%
61250	R&M Buildings	37,015	12,205	15,166	22,412	23,000	3%	23,308	1,172	24,480	9%
61251	R&M Office Machine & Equip	2,991	1,046	3,588	5,900	-	-100%	6,136	7,344	13,480	128%
61249	R&M Phone Hardware	-	3,000	2,350	3,450	3,000	-13%	3,588	(538)	3,050	-12%
61263	R&M Security	897	1,030	1,071	1,125	1,171	4%	1,170	1,495	2,665	137%
61101	Small Equipment (furn/off/comp/misc)	1,414	23,505	18,020	37,203	37,203	0%	38,691	809	39,500	6%
61559	Subscriptions & Publications	-	1,485	2,744	4,243	5,645	33%	4,413	4,922	9,335	120%
61354	Training & Conferences-Board/Other	250	2,352	2,000	500	300	-40%	520	(220)	300	-40%
61355	Training & Conferences-Staff Dev	5,049	11,356	11,810	10,620	9,820	-8%	11,045	3,911	14,956	41%
62226	Utilities-Electric	3,122	5,287	10,258	5,696	5,356	-6%	5,924	(116)	5,808	2%
62225	Utilities-Heat/Natural Gas	1,743	2,405	2,501	2,626	2,700	3%	2,731	185	2,916	11%
62228	Utilities-Waste/Recycle Disposal	319	1,046	1,300	1,418	1,550	9%	1,475	199	1,674	18%
62119	Web Site Server	800	889	1,000	1,995	1,930	-3%	2,075	(185)	1,890	-5%
	Total Operating Expenses	166,574	187,508	225,652	259,460	244,350	-6%	269,839	23,240	293,079	13%

ISSUES/CONCERNS

1. **Dues & Memberships**: costs are proposed to be **66% higher** due to added memberships to include MN Stormwater Research Council of \$10,000.
2. **Insurance**: costs are expected to **increase 89%** for property coverage due to increased rates and valuation & **increase 82%** for work comp due to staff salaries and wages coverage.
3. **R&M Machines & Equip**: Service costs are expected to increase significantly due to on-going building maintenance and equipment repairs/maintenance of project filters.
4. **R&M Security**: Service costs are going to **increase 137%** due to added cost of keyless entry system.
5. **Subscriptions/Publications**: costs are proposed to be **120% higher** due to website maintenance fees, data fees associated with monitoring needs, and additional subscriptions for program activities.
6. **Gen'l Office Supplies**: costs are proposed to **decrease 47%** due to moving printing and gas/oil/license to separate accounts.
7. **Training-Board**: costs are proposed to **decrease 40%** due to less training needs for board members.
8. **Total Operating Expenses**: Currently expecting to increase budget 13% for 2025.

IMPLICATIONS FOR DISTRICT BUDGET

Total impact unknown until July

CONCLUSIONS

These are initial figures.

RECOMMENDATION

Receive report.

MEETING DATE: May 28, 2024
AGENDA NUMBER: 14
ITEM: 2025 Capital Equipment Budget

AGENDA: Discussion

ACTION REQUESTED

Receive the budget report with any directions for staff.

PURPOSE & SCOPE OF ITEM

To familiarize the Board with the capital equipment that either needs replacement or is being requested by staff.

BACKGROUND

This portion budget category addresses capital equipment (equipment costing more than \$5,000) that is either needing replacement or is being requested by staff.

CAPITAL EQUIPMENT BUDGET

Code	Prepared 5/21/2024 12:36	2021	2022	2023	2024			2025			Change 24-25
		Actual	Actual	Actual	Budget	Projected	Var.	Current	Change	Request	
Capital Equipment											
65180	Building Improvements	28,000	0	8,000	97,350	97,350	0%	74,846	-	74,846	-23%
	Blinds	8,000	0	-	0			-	-		
	Landscaping	2,000	0	8,000	0			10,000	-		
	Keyless Entry-Rekey				20,900			-	-		
	Handicap Doors				11,100			-	-		
	Hex Pave				21,000			45,000	-		
	Rear Parking Paving				35,000			-	-		
	Parking Lot Netting				9,350			10,846	-		
	3 bathroom fixtures/counters							9,000	-		
65230	Monitoring & Field	0	0	13,795	14,000	14,000	0%	54,828	-	54,828	292%
	Portable Velocity/Depth Sensor			-	14,000	-		-	-		
	Backpack Electrofisher							14,828	-		
	GNSS Receiver							40,000	-		
65250	Vehicle	0	55,000	0	0	-	#DIV/0!	81,500	-	81,500	100%
	SUV - Truck(s)		55,000	-		-		81,500	-		
65270	Telecommunications	0	0	-	0	-	#DIV/0!	-	-	-	#DIV/0!
								-	-		
65340	Office Equipment/Furniture	0	0	-	16,000	16,000	0%	-	-	-	0%
	Training Tables & Chairs				16,000			-	-		
65380	Computers & Equipment	15,095	11,100	-	0	-	#DIV/0!	12,000	-	12,000	100%
	Monitors/computers	15,095	11,100	-		-		-	-		
	Sharpboard							12,000	-		
65390	Software	0	0	-	29,358	29,358	0%	15,000	-	15,000	-49%
	MS4 Modules				0			15,000	-		
	Sage IntAcct				14,358			-	-		
	Website Migration				15,000			-	-		
	Total Capital Equipment	68,190	11,100	21,795	156,708	111,350	-29%	238,174	-	238,174	52%

ISSUES/CONCERNS

1. Initial Preliminary Rough Draft Budget

The budget shown is driven by:

- a. Staff requests for equipment needed to conduct work and/or enhance efficiency of work performed or
- b. Replacement of equipment.

IMPLICATIONS FOR DISTRICT BUDGET

1. Total impact on 2025 budget will not be known until July when the 2025 budget is brought together and reviewed in its entirety.

CONCLUSIONS

These are initial figures.

RECOMMENDATION

Receive report.

COON CREEK WATERSHED DISTRICT
Request for Board Action

MEETING DATE: May 28, 2024
AGENDA NUMBER: 15
ITEM: Legislative Summary - LMC

AGENDA: Information

ACTION REQUESTED

No action requested.

PURPOSE

To briefly review legislative actions taken during the 2024 session that affect local government.

BACKGROUND/CONTEXT

The Minnesota House and Senate wrapped up the 2024 legislative session on May 19 in a procedurally chaotic finish. Frustrated with Republican filibusters, in the final hour before the constitutional deadline for passing bills, the Democratic Farmer Labor (DFL) majorities in both bodies advanced a [1,430 page omnibus bill \(pdf\)](#) containing supplemental budget, policy, and tax measures, including provisions aimed at keeping transportation network companies Uber and Lyft from leaving the state.

Despite a last-minute attempt to pass a \$71 million cash-only capital investment bill, the Senate ran out of time to complete a vote on the bill, which had been passed 70-0 by the House shortly before the midnight deadline.

The Senate adjourned sine die, which marks the end of the legislative biennium, just after 12 a.m. on May 20. The House finished its work just before midnight on May 19, and reconvened the next morning for legislator retirement speeches before adjourning sine die.

The League's Intergovernmental Relations (IGR) team is waiting for Gov. Tim Walz to receive the chapters that passed in the final days and will provide more in-depth analysis of the outcomes of the new laws when they are made available. The governor has two weeks from the date of presentment of chapters to sign, veto, or pocket veto bills. Many bills won't reach his desk for several days as nonpartisan legislative staff work to prepare them for his signature.

Some of the known outcomes include the following:

- **Housing:** No limitations on local zoning and land use authority for residential development were passed this session. While legislators on both sides of the aisle committed to discussing zoning and land use preemption during the interim and redoubling efforts next session, none of the language included in the Missing Middle Housing bill, People Over Parking bill, or multifamily by right in commercial districts bill was passed.

- **Bonding:** The Legislature did not bring a bonding bill up for a floor vote in either body this session. A last-minute attempt to pass a cash-only infrastructure bill was unable to be completed before the midnight deadline. That bill would have provided around \$71 million from the general fund to state agencies and new financial management requirements for future city projects requesting or receiving state funding as direct appropriations.
- **Taxes:** While some tax provisions were included in the final omnibus bill, most substantive provisions being considered were removed from the final agreement. The local sales tax general authority proposals that were in the House and Senate bills were not included in the bill that passed, and the local sales tax moratorium remains in place for another year.
- **Cannabis:** The Legislature passed a bill that makes changes to the cannabis regulatory structure. The bill provides that a city or county seeking to establish a municipal cannabis store must be granted a license, but the municipal establishment would not count against the cap on the number of licensed cannabis retailers in the jurisdiction.
- **Emergency medical services (EMS):** The House and Senate passed a bill that replaces the Emergency Medical Services Regulatory Board with a new agency called the Office of Emergency Medical Services, establishes an alternative emergency medical services response model pilot program, and provides \$24 million in emergency aid for rural ambulance services.
- **Small Cities Assistance Program:** The Legislature passed a provision that allocates \$11.35 million in general funds for one-time funding of the Small Cities Assistance Program, which will be distributed to cities with populations below 5,000 for street maintenance and reconstruction. This is intended to provide short-term financial assistance to small cities until next year when other dedicated revenue sources, including the retail delivery fee will be implemented.
- **Open Meeting Law:** Though several bills were heard during the legislative session that would make changes to the Open Meeting Law, none were passed by the Legislature.
- **Elections:** An omnibus elections bill was passed and signed into law that allocates more funds to the Voting Operations, Technology, and Election Resources (VOTER) Account, and establishes a Minnesota Voting Rights Act. A standalone bill to authorize local governments to implement ranked choice voting failed in the House and was not taken up by the Senate.
- **Metro area comprehensive plans:** Language supported by the League to clarify that comprehensive plans approved by the Metropolitan Council do not require environmental review on plan provisions was included in the final large omnibus bill.
- **Earned sick and safe time (ESST) modifications:** Several modifications to the 2023 ESST law will go to the governor, including an exemption for volunteer and paid on-call firefighters, and restrictions on use for employees with duties related to public safety during weather events and for essential employees under certain circumstances.

The IGR team will be presenting a free [2024 Legislative Recap webinar](#) on June 3. They will also provide a legislative update at the [2024 LMC Annual Conference](#) in Rochester on June 27. The *2024 Law Summaries* will be published in late June.