

elm creek Watershed Management Commission

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www.elmcreekwatershed.org

TECHNICAL OFFICE
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4300 Market Point Drive, Suite 200
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January 1, 2020

Representatives
Elm Creek Watershed Management
Commission Hennepin County, MN

*The meeting packet for this meeting may be
found on the Commission's website:*
<http://www.elmcreekwatershed.org/minutes--meeting-packets.html>

Dear Representatives:

A **regular meeting** of the Elm Creek Watershed Management Commission will be held on **Wednesday, January 8, 2020, at 11:30 a.m.** in the Mayor's Conference Room at Maple Grove City Hall, 12800 Arbor Lakes Parkway, Maple Grove, MN.

The Technical Advisory Committee (TAC) will meet at 10:00 a.m., prior to the regular meeting.

Please email me at judie@jass.biz to confirm whether you or your Alternate will be attending the TAC and the regular meetings.

Election of officers will occur at the Commission's March meeting.

Thank you.

Regards,



Judie A. Anderson
Administrator

JAA:tim

Encls: Meeting Packet

cc:	Alternates	Jeff Weiss	James Kujawa	Diane Spector
	TAC Members	Kris Guentzel	Brian Vlach	DNR BWSR
	City Clerks	MPCA	Met Council	Official Newspaper

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AGENDA Regular Meeting January 8, 2020

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1. Call Regular Meeting to Order.
 - a. Approve Agenda.*
2. Consent Agenda.
 - a. Minutes last Meeting.*
 - b. Treasurer's Report and Claims.*
3. Open Forum.
4. Action Items.
 - a. Annual Appointments.
 - 1) Official newspaper, Osseo-Maple Grove Press
 - 2) Official depositories, US Bank and the 4M Fund
 - 3) Deputy Treasurer, Judie Anderson
 - 4) Auditor, Johnson & Company, Ltd.
 - b. Project Reviews – *see Staff Report*.*
 - 1) 2015-004 Kinghorn Outlot A, Rogers.
 - 2) 2016-040 Kinghorn 4th Addition, Rogers.
 - 3) 2018-020 North 101 Storage, Rogers.
5. Old Business.
6. New Business.
 - a. Report from Technical Advisory Committee.
7. Communications. (*Also see Staff Report*.*)
 - a. Annual Statement of Economic Interest.*
8. Education.
 - a. WMWA – next meeting is scheduled for January 14, 2020, at Plymouth City Hall.
9. Grant Opportunities and Updates.

(over)

*in meeting packet
**available at meeting or on website

10. Project Reviews.

Item No.	A	E	I R PFI	AR	Project No.	Project Name
			RP D			
					W Denotes wetland project	
ag				AR	2013-046	Woods of Medina, Medina.
ah.				AR	2014-015	Rogers Drive Extension, Rogers.
a.					2015-004	Kinghorn Outlet A, Rogers.
ai.				AR	2015-030	Kiddiegarten Child Care Center, Maple Grove.
aj.				AR	2016-002	The Markets at Rush Creek, Maple Grove.
ak.				AR	2016-005W	Ravinia Wetland Bank Plan, Corcoran.
b.					2016-040	Kinghorn 4 th Addition, Rogers.
c.					2016-047	Hy-Vee North, Maple Grove.
al.				AR	2017-014	Laurel Creek, Rogers.
am.				AR	2017-017	Mary Queen of Peace Catholic Church, Rogers.
an.				AR	2017-029	Brayburn Trails, Dayton.
d.					2017-039	Rush Creek Apartments, Maple Grove.
e.					2017-050W	Ernie Mayers Wetland/floodplain violation, Corcoran.
ao.				AR	2018-018	Summers Edge Phase II, Plymouth.
f.					2018-020	North 101 Storage, Rogers.
ap.				AR	2018-026	Windrose, Maple Grove.
aq,				AR	2018-028	Tricare Third Addition, Maple Grove.
ar.				AR	2018-044	OSI Phase II, Medina.
g.					2018-046	Graco, Rogers
as.				AR	2018-048	Faithbrook Church Phase 2, Dayton.
h.					2019-001	Fernbrook View Apartments, Maple Grove.
at.					2019-002	Parkside Villas, Champlin.
au.					2019-021	Brenly Meadows, Rogers.
av.					2019-022	Comlink Midwest, Corcoran.
aw.					2019-023	99th Avenue Apartments, Maple Grove.
i.					2019-024	Boston Scientific, Maple Grove.
j.					2019-026	Interstate Power Systems, Rogers.
ax.					2019-027	Havenwood at Maple Grove.
k.					2019-028	Howell Meadows, Maple Grove.
l.					2019-029	South Prominence, Maple Grove.
m.					2019-030	Rolling Hills Acres, Corcoran.
n.					2019-031	Hassan Sand and Gravel Expansion, Rogers.
o.					2019-032	OSI Expansion, Medina.

= Action item E = Enclosure provided I = Informational update will be provided at meeting RPFI - removed pending further information
R = Will be removed RP= Information will be provided in revised meeting packet..... D = Project is denied AR awaiting recordation

11. Other Business.

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*in meeting packet

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Technical Advisory Committee *(beginning on page 1)* and Regular Meeting *(beginning on page 2)* Minutes – December 11, 2019

I. A meeting of the **Technical Advisory Committee (TAC)** for the Elm Creek Watershed Management Commission was convened at 10:03 a.m., Wednesday, December 11, 2019, in the Mayor's Conference Room, Maple Grove City Hall, 12800 Arbor Lakes Parkway, Maple Grove, MN, by James Kujawa.

In attendance: Kevin Mattson, Corcoran; Sarah Nalven, Wenck Associates, Dayton; Derek Asche, Maple Grove; Kaci Fisher, Hakanson Anderson, Medina; Ben Scharenbroich, Plymouth; Andrew Simmons, Rogers; James Kujawa, Kris Guentzel, and Kirsten Barta, Hennepin County Dept. of Environment and Energy (HCEE); Jeff Weiss, Barr Engineering; Brian Vlach, Three Rivers Park District (TRPD); and Judie Anderson, JASS.

Not represented: Champlin.

Also present: Ken Guenthner, Corcoran; Doug Baines, Dayton; Liz Weir, Medina; Nico Cantarero, Wenck Associates; and Steve Christopher, Board of Water and Soil Resources (BWSR).

A. Motion by Scharenbroich, second by Fischer to approve the **agenda*** *Motion carried unanimously.*

B. Motion by Asche, second by Scharenbroich to approve the **minutes*** of the October 9, 2019 Technical Advisory Committee meeting with the following correction:

II. Motion by Asche Simmons, second by ~~Tuominen~~ Barta to recommend to the Commission that Barr Engineering be named as the Commission's Technical Consultants... .

Motion carried unanimously.

II. Joint Powers Agreement.*

Included in the meeting packet was a redlined version of the 2004 JPA. It has been reviewed and redlined by the Commission's attorney, Joel Jamnik. Most of the edits were to bring the document into conformance with the most current State Statute language and to bring the historical references up-to-date. The members considered placing a cap on annual increases in member assessments. After discussion, the members requested a spreadsheet showing past annual member assessments, including associated market values. It was also preliminarily agreed that the revised JPA should have an expiration date. This information will be provided at the January TAC meeting along with a redlined version of the current Rules.

III. Project Review Fees.

A. Included in the meeting packet were the following: (1) the project review application form dated September 1, 2019;* (2) the project review fee schedule and worksheet dated September 1, 2019;* (3) the Commission's 2020 approved operating budget;* (4) Weiss' November 6, 2019 email entitled, *Fees vs. Spent*.*

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TAC and Regular Meeting Minutes – December 11, 2019

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(5) spreadsheet showing all 2019 project review activity to date;* and (6) Weiss' December 4, 2019 email describing in more detail a summary of projects Barr has reviewed.

B. Discussion.

1. The members discussed a pattern where expenses exceeded revenue, such as for linear projects.

2. Is there a category of projects that may trigger using a fee plus escrow structure?

3. What is the process used by the cities before application is made to the Commission?

4. Compare budget accounts to actual.

5. Create an account for time spent on development projects that is not [cannot be] assessed to specific projects. Responses to requests for pre-application information.

Staff will compile available information for the January meeting.

IV. Future TAC Meeting Topics.

A. Draft policy for future wetland restoration projects.

B. Land acquisition request in Champlin. Should the Commission have a policy for such requests?

V. The next meeting of the TAC will be 10:00 a.m., Wednesday, January 8, 2020, prior to the regular meeting. The meeting of the Technical Advisory Committee was adjourned at 11:20 a.m.

I. A regular meeting of the Elm Creek Watershed Management Commission was called to order at 11:34 a.m., Wednesday, December 11, 2019, in the Mayor's Conference Room, Maple Grove City Hall, 12800 Arbor Lakes Parkway, Maple Grove, MN, by Chairman Doug Baines.

Present were: Bill Walraven, Champlin; Ken Guenther, Corcoran; Doug Baines, Dayton; Joe Trainor, Maple Grove; Elizabeth Weir, Medina; Fred Moore, Plymouth; James Kujawa, Kris Guentzel, and Kirsten Barta, Hennepin County Dept. of Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); Jeff Weiss, Barr Engineering; and Judie Anderson, JASS.

Also present: Todd Tuominen, Champlin; Sarah Nalven and Nico Cantarero, Wenck Associates, Dayton; Derek Asche and Mark Lahtinen, Maple Grove; Kaci Fisher, Hakanson-Anderson, Medina; Catherine Cesnik and Ben Scharenbroich, Plymouth; and Andrew Simmons, Rogers.

A. Motion by Walraven, second by Weir to approve the **agenda**.* *Motion carried unanimously.*

B. Motion by Moore, second by Guenther to approve the **minutes*** of the November 13, 2019, regular meeting. *Motion carried unanimously.*

C. Motion by Butcher, second by Weir to approve the December **Treasurer's Report and Claims*** totaling \$222,004.20. *Motion carried unanimously.*

II. Open Forum.

III. Action Items.

IV. Old Business.

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V. New Business.

Members of the **Technical Advisory Committee** recapped their meeting held prior to this meeting. They will continue discussion of revisions to the Commission's Joint Powers Agreement (JPA), Rules and Project Review fee schedule at their January 8, 2020 meeting. [A call into Steve Christopher ascertained that BWSR does not need to approve the JPA prior to approval by the member cities.]

VI. Communications.

Kujawa recapped two project reviews that were included in the meeting packet but which did not require action by the Commission. More information is also included in the Staff Report.*

A. 2017-050W Ernie Mayers Wetland/floodplain violation, Corcoran.* The Technical Evaluation Panel (TEP) and the LGU (the City of Corcoran) denied the application.

B. 2019-030 Rolling Hills Acres, Corcoran.* Staff approved this project with two contingencies.

VII. Education and Public Outreach. The West Metro Water Alliance (**WMWA**) met yesterday. (Their next meeting is scheduled for 8:30 a.m., Tuesday, January 14, 2020, at Plymouth City Hall. Please check for the location of the meeting room due to building remodeling.)

A. Watershed PREP and Education and Outreach Events. Educators have completed 2019 school visits. The educators are available to table at city and school events; contact Amy Juntunen at amy@jass.biz. The educators, working with local cable provider CCX Media, filmed one of their classroom presentations and are preparing a short promotional video for Watershed PREP for use both in marketing to schools in the four watersheds as well as informing other watersheds about the program.

B. Website/Social Media. The new WMWA Coordinator (Catherine Cesnik) will be reviewing the WMWA website to refresh and update content. Any input is appreciated. westmetrowateralliance.org/. In addition, the coordinator will take over social media posting duties when the contract with Lawnchair Gardener expires at the end of 2019.

C. Other. Cesnik is compiling a list of city contacts and will be reaching out to each over the next few months to better understand how WMWA can be a resource. The WMWA steering committee particularly discussed the new education and outreach requirements in the draft MN NPDES General Permit. Scharenbroich noted that reconstruction projects and chloride reduction are two foci of the permit.

D. The steering committee also discussed options for submitting an application to Hennepin County and its **AIS grants program** for coordinated signage at boat launches. DNR standard AIS signs are generic and signage that includes photos of AIS species of particular concern would be helpful. The group will contact Hennepin County staff to further explore options.

VIII. Grant Opportunities and Project Updates.

A. Earlier this year the Board of Water and Soil Resources (BWSR) was awarded \$900,000 from the Environment and Natural Resources Trust Fund (ENRTF) to fund the **"Lawns to Legumes" program**.* Lawns to Legumes is part of the state of Minnesota's pollinator initiative, and is aimed particularly at enhancing rusty-patched bumble bee and other at-risk pollinator habitat. This program has three legs: (1) grants to individuals to assist them with planting new or enhanced plantings; (2) Demonstration Neighborhood Grants to groups to undertake larger projects; and (3) public education and outreach, including creation and dissemination of educational materials. More information can be found at <https://bwsr.state.mn.us/lawns-legumes-your-yard-can-bee-change>.

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B. In her December 11, 2019 memo,* Barta provided an update on the projects funded as part of the **North Fork Rush Creek SWA grant program**. The weather impeded progress by the subcontractors undertaking the work. An Open House is planned this winter to highlight available implementation funds and other program information.

[Tuominen arrived 11:57 a.m.]

IX. Other Business.

A. The **projects** listed on the following page are discussed in the December Staff Report.

B. **Adjournment.** There being no further business, the meeting was adjourned at 12:02 p.m.

Respectfully submitted,



Judie A. Anderson, Recording Secretary

JAA:tim

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ay.					2019-027	Havenwood at Maple Grove.
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CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

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STAFF REPORT

January 2, 2020

- a. 2015-004 Kinghorn Outlot A, Rogers.** This is a 31-acre site located between the Clam and Fed Ex sites on the west side of Brockton Road and I-94. Two warehouse buildings with associated parking and loading facilities are proposed. In June 2015 the Commission approved this project with three conditions. Revisions have yet to meet the Commission's approval conditions. This project was extended by the City of Rogers in 2019. *Because of the lack of activity, Staff recommends that this project be denied.*
- b. 2016-040 Kinghorn 4th Addition, Rogers.** This is a 13.7-acre parcel located in the northwest corner of the intersection of Brockton Lane and Rogers Drive. An industrial warehouse with 8.8 acres of new impervious area is proposed. The plan includes the use of a NURP pond and a biofiltration basin to meet Commission requirements for rates, water quality and abstraction. The adjacent site is likely to be developed in the near future and some of the stormwater features were oversized to accommodate this future development. In November 2016 the Commission approved the project with six conditions. Three conditions remain outstanding and are expected to be addressed during final design: 4) an O&M Plan for the pond and biofiltration basin must be completed and recorded on the final plat; 5) modification of the storm sewer system to maximize the area draining to the NURP pond; and 6) receipt and review of wetland-related documentation if wetlands are present. Staff has discussed the project with the City and been in contact with the project engineer to receive an update. *Because of the lack of activity, Staff recommends that this project be denied.*
- c. 2016-047 Hy-Vee North Maple Grove.** The applicant is proposing to disturb 13 acres of a 20.4-acre site located at the northeast corner of Maple Grove Parkway and 99th Avenue for the purpose of constructing a grocery store, fuel station, convenience store and parking facilities. In findings dated January 10, 2017, Staff recommended approval of this project subject to three conditions. The Commission approved Staff's recommendations at their January 11, 2017 meeting with the additional requirement that the Commission receive and comment on a WCA impact notice. (Also see Project 2019-023 99th Avenue Apartments. That project is part of this PUD and had the same requirements prior to approval.) Updated grading plans from the applicant have been requested by the City of Maple Grove. This item will be updated when the revised plans are provided for Staff review.
- d. 2017-039 Rush Creek Apartments, Maple Grove.** This project is located in the southwest quadrant of the intersection of Bass Lake Road (CSAH 10) and Troy Lane (CSAH 101). The project area is 8.2 acres in size and includes two phases of construction. Phase I is 236 apartment units located on 6.0 acres; Phase II is a future 76-unit apartment building located on 2.2 acres in Outlot C of this development. The Commission will review this project for conformance to Rules D, E and I. Findings with no recommendations dated November 15, 2017, were provided to the applicant and the City. The applicant requested and was granted an extension of the deadline per MN statute 15.99 to December 31, 2019. According to the agent for this project, a new layout and project application were submitted to Maple Grove in January 2019 and the project is still

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Italics indicates new information

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considered active by the City. *On December 31, 2019, Staff extended that deadline on this project to December 31, 2020.*

e. 2017-050W Ernie Mayers Wetland/floodplain violation, Corcoran. The City of Corcoran contacted the Commission in December 2017 concerning drainage complaints on Mayers' property. Technical Evaluation Panels (TEPs) were held in 2017 and 2018 to assess the nature and extent of the violations and a restoration order was issued to Mayers. On October 30, 2018, an appeal of the restoration order was received by BWSR. BWSR issued an order of abeyance (stay) on the appeal until April 1, 2019. An application for a replacement plan was received from Mayers on January 29, 2019. It addresses the wetland fill (4:1 replacement request) and drain tile (disable existing tile) impacts, but requests additional time to submit an application to address the ditch (WCA jurisdiction) and floodplain (Commission jurisdiction) impacts. A TEP was held February 28, 2019 to address the replacement plan and provide guidance to the LGU. The City of Corcoran assumed WCA LGU responsibilities for this project March 1, 2019. Corcoran and BWSR have extended the decision process until July 30, 2019. An updated replacement plan was received by the City of Corcoran on July 24, 2019. A TEP was held on August 13 to discuss the plan. Corcoran extended the deadline for their decision to November 21, 2019. *A new no-loss and replacement plan was received by the LGU on November 14, 2019. The TEP recommended, and the LGU denied the application. If the wetland replacement plan denial is not appealed to BWSR, enforcement actions by DNR will begin.*

f. 2018-020 North 101 Storage, Rogers. This is an existing 3-acre lot in the northwest corner of Highway 101 and CR144. The current land use is a combination of mini-storage units and outdoor storage. The site is proposed for complete demolition and construction of seven new mini-storage buildings. At their July meeting the Commission approved Staff findings dated July 9, 2018, pending four items relating to abstraction requirements and the infiltration system. The applicant requested and was granted an extension to December 31, 2019, provided the review process with the City of Rogers does not expire. *No new extensions were received prior to December 31, 2019. Staff recommends this item be denied by the Commission unless the applicant requests another extension prior to the Commission's January 8, 2019 meeting.*

g. 2018-046 Graco Expansion, Rogers. This project is the expansion of an existing building. The site is located in an area that has regional ponding provided for rate control purposes, but needs to account for water quality and abstraction requirements on site prior to discharging offsite as part of the improvements. The Commission granted conditional approval at their October meeting. Conditions of approval were to submit a SWPPP plan meeting requirements, clarify maintenance responsibilities for the iron enhanced sand filter, and a letter from the City of Rogers stating their intentions to provide the water quality deficit in an upcoming project. Staff confirmed several minor plan revisions remain in conformance with the original approval. This item will remain on the Staff report until such time as the water quality deficit has been made up.

h. 2019-001 Fernbrook View Apartments, Maple Grove. This is a 4.85-acre rural residential lot located at the northeast intersection of CSAH 81 at Fernbrook Lane. The applicant proposes to construct a 2-story, 42-unit apartment building. This project was approved at the February 2019 Commission meeting with the following conditions: 1) the applicant pursue utilizing water from the NURP pond for irrigation needs for this property; 2) long term operation and maintenance on the stormwater basin must be addressed; 3) mean average pond depth must meet the Commission standard; 4) pond filter bench details must be provided. In an email dated Sept. 4, 2019, the applicant stated that construction is scheduled to begin May 1, 2020 and they will start revising the plans per Commission comments. This approval will expire February 13, 2020 (one year after approval) if not extended by the applicant. *The applicant expects the project to be revised to meet the Commissions' conditions prior to April of 2020 and requested an extension of 60-days past the Febru-*

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ary 13th deadline. *The project was extended by Staff to April 13, 2020.*

i. 2019-024 Boston Scientific Weaver Lake Road, Building 2 East Addition, Maple Grove. Boston Scientific is building an addition on the east side of Building 2 to provide more production and office space for their existing facility. The project includes moving the existing service drive and site utilities on the east side of Building 2 to the east within the BSC property to create space for the building addition. About 1.9 acres of the site will be disturbed and 1.06 acres of impervious surface will be added. This project was reviewed for compliance to Rules D, E, F, and I. Based on Staff findings dated September 11, 2019, at their September 11, 2019 meeting the Commission approved the project contingent upon: 1) a site plan that provides the irrigation areas to be irrigated by the new system and 2) an operation and maintenance plan for the irrigation system approved by the City and the Commission and recorded on the land title. *The applicant and their engineer are pursuing overall stormwater management alternatives for this project and potential future projects. Updates will be provided to the Commission when the applicant resolves how they would like to proceed.*

j. 2019-026 Interstate Power Systems, Rogers. This project consists of constructing a 1.06-acre building to house a semi-truck mechanical shop and 6.06 acres of parking and driveways. The total new impervious area will be approximately 7.11 acres. Stormwater management is being proposed by multiple detention ponds. The project is being reviewed for conformance with Rules D, E, G, and I. At their November 2019 meeting the Commission approved this project per Staff's findings dated November 6, 2019 contingent upon LGU approval of WCA wetland impacts/replacement plans. *No new information has been received.*

k. 2019-028 Howell Meadows, Maple Grove. This is a 5.3-acre site located east of Brockton Lane (CR 101) at 64th Avenue. It is a remnant piece of property surrounded by the Fieldstone development on the north, south and east with the City of Corcoran and the Ravinia Development across Brockton Lane to the west. The site is proposed to be subdivided into ten residential lots. The project will create a total of 1.505 acres of new impervious areas. This site plan triggered the Commission's review for conformance to Rules D, E and I. At their November 2019 meeting the Commission approved this project per Staff's findings dated November 6, 2019 contingent upon LGU approval of WCA wetland impacts/replacement plans. *No new information has been received.*

l. 2019-029 South Prominence, Maple Grove. This is a 12-acre site located on the north side of Fieldstone Boulevard near 63rd Avenue. It consists of two large lot residential parcels proposed to be developed into 21 residential lots. This a remnant piece of property surrounded by the Fieldstone development on the north, south and west sides and the Prominence Woods project (2005-024) on the east side. The site includes a four (4) lot area that is already platted (the Prominence Woods development), two areas that will be ghost-platted into eight (8) lots in the future and this site plan, which is 13 lots. The project will create a total of 2.5 acres of new impervious areas on the ghost-platted and South Prominence parcels. This site plan triggered the Commission's review for conformance to Rules D, E and I. At their November 2019 meeting the Commission approved this project per Staff's findings dated November 13, 2019 conditioned upon: (1) LGU approval of WCA wetland impacts/replacement plans; (2) Iron-enhanced filter basin details being provided with the plan and approved by the City and the Commission; and (3) City approval of the discharge increase to the North. *The WCA replacement plan and increases discharge to the north of this site have been approved by the City of Maple Grove. Staff are waiting the iron enhanced filter basin details prior to final approval.*

m. 2019-030 Rolling Hills Acres, Corcoran. This is a 40.8-acre rural agriculture parcel located about a mile north of Highway 55 on the east side of Rolling Hills Road. There is an existing home site in the far south-

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west corner of the parcel. The project proposes to subdivide the property into 4 large single-family lots ranging from 6.9 acres to 12.7 acres in size. The project will create approximately 0.5 acres of new impervious area. There are wetlands and floodplains on this site. The site plan triggers the Commission's review for conformance to Rules E, I, and F. Because there are no grading or floodplain impacts proposed Staff approved this project contingent upon: 1) A planting plan of native vegetation being developed for the wetland buffer areas that are not in permanent vegetation at this time. 2) A permanent vegetation cover plan being developed to control erosion and sedimentation on this site.

n. 2019-031 Hassan Sand and Gravel Expansion, Rogers. The applicant is proposing to open a new mining operation just north and west of their existing site on CR 144 and Willandale Road. The Crow River runs along the northerly boundary of this property. Approximately 38 acres of the land will be mined in phases over the next 5-10 years (depending on demand). The site plans propose to stay out of the bluff and setback zones along the Crow River. During the mining operations runoff will be directed north into a sediment pond. From there the water runs approximately one-half mile north on a flat grade before entering the Crow River. The site plan triggers the Commission's Rules E), F, D, and I. Comments were provided to the applicant regarding pre- and post- development runoff (A vs D hydrologic soils) floodplain and wetlands. *Updated plans were submitted December 27, 2019. If available, updated findings and recommendations will be provided to the Commission prior to their meeting.*

o. 2019-032 OSI Expansion, Medina. This an existing business located in the northwest corner of Highway 55 and Arrowhead Drive. They are proposing to build an addition on the south side of their building and add parking to the north side of the site. This will create an additional 3.6 acres of new impervious area. This project triggers the Commission's review for Rules E, D, I and F. If available, findings and a recommendation will be presented at the January 2020 meeting.

FINAL RECORDINGS OR OTHER DOCUMENTATION ARE DUE ON THE FOLLOWING PROJECTS: *(Staff reached out to the cities for updates on these projects on October 2, 2019.)*

ag. 2013-046 Woods of Medina. Medina. In January 2015 the Commission approved this project with two conditions. This project remained active throughout this period with the final plat recently approved by the City. No significant changes were made to the original plans. The two conditions were 1) compliance to the WCA requirements and 2) final approval and recording of the O & M plans. The WCA condition has been met with only the O&M plan condition remaining. *On October 2, 2019 Dusty Finke reported that the City has approved the final plat. The applicant is trying to begin construction in fall 2019. The City has also received confirmation of their wetland credit purchase and is awaiting their signature on the Maintenance Agreement.*

ah. 2014-015 Rogers Drive Extension, Rogers. This project involves improvements along Rogers Drive from Vevea Lane to Brockton Lane. The project is located east of I-94, south of the Cabela development. The total project area is 8.0 acres; proposed impervious surfaces total 5.6 acres. Site plans received July 1, 2014 met the requirements of the Commission with the exception of the nutrient control. The Commission approved the site plan contingent upon the City deferring 4.6 lbs. of phosphorus for treatment in future ponding opportunities as the easterly corridor of Rogers Drive develops. 2.3 lbs. will be accounted for in the Kinghorn Spec. Building site plan, with 2.3 lbs. still outstanding. This item will remain on the report until the total deferral is accounted for.

ai. 2015-030 Kiddiegarten Child Care Center, Maple Grove. Approved December 9, 2015. If the City does not take over the operation and maintenance of the underground system and the sump catch basins, an O&M agreement for the underground trench/pond system must be approved by the Commission and the City and recorded with the title. On February 5, 2019 Derek Asche contacted the owner requesting a copy of the recorded maintenance agreement. No update was available on July 2, 2019.

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aj. 2016-002 The Markets at Rush Creek, Maple Grove. This is a proposal to develop 40 acres of a 123-acre PUD located in the southwest quadrant of the intersection of CSAH 101 and CSAH 10. In 2016 the Commission granted Staff authority to administratively approve the project and report any updates. Updated plans with some minor layout revisions were reviewed by Staff and administratively approved on July 24, 2018, contingent upon the Operation Manager requesting a copy of the recorded maintenance agreement. No update was available on July 2, 2019.

ak. 2016-005W Ravinia Wetland Replacement Plan, Corcoran. In December 2016 the Commission approved Staff's recommendations on this wetland replacement plan. Final wetland impacts are 1.22 acres. Wetland credits created on site will be 4.01 acres. Excess credits of 0.75 acres are proposed to be used on Lennar's Laurel Creek development in Rogers (2017-014). All approval contingencies have been met and construction is completed. Vegetation planting and management took place throughout 2017. Barr Engineering is providing monitoring to ensure the replacement meets the performance standards of the approved plans. Their first annual report was submitted to the US Army Corps of Engineers on February 7, 2019. Kevin Mattson indicated on October 2, 2019 that no further updates are available.

al. 2017-014 Laurel Creek, Rogers. In June 2017 the Commission approved this project with four conditions. All contingency items have been provided with the exception of the O&M agreement which is being negotiated by the City as to whether the City or the HOA will be responsible for the operation and maintenance of the stormwater management facility. On August 31, 2017, Andrew Simmons responded that the O&M agreement is still being negotiated.

am. 2017-017 Mary Queen of Peace Catholic Church, Rogers. In June 2017 the Commission granted Staff approval authority pending satisfactory compliance with Staff's findings. All items from the findings have been completed with the exception of the O&M agreement for the stormwater facilities. On June 7, 2018 Andrew Simmons reported that the Church is in the process of revising the stormwater management plan for the site to include water reuse instead of a biofiltration pond. The Commission should receive a revised application in the near future. There are also underlying utility easement issues with this project that are holding up the final recording of the plat against which to record the maintenance agreement. On February 5, 2019 Simmons reported that the final plat has yet to be recorded.

an. 2017-029 Brayburn Trails, Dayton. At their August 2017 meeting the Commission approved Staff's findings dated August 2, 2017 with five conditions. All of the conditions have been met except for the final recordings of the O&M agreements and easements. On March 7, 2018, the City reported: final plat approval has not been granted, easements will be recorded as plats are approved. Ponds will be maintained by the City of Dayton. An agreement, and additional easement, will be required for a water re-use system within one of the ponds (between the City and HOA). This system is not part of the first addition – the timing of said improvements/agreement is unknown. Construction was expected to start in 2018.

On February 7, 2019, Jason Quisberg provided the following information: The 1st Addition was scaled back from what was proposed; associated construction activity is significantly completed. Extension of trunk utilities through Sundance Golf Course are complete. The proposed 2nd Addition is under review. Improvements to 117th Avenue (East French Lake Road to Fernbrook Lane) will be part of the work done with the 2nd Addition. Construction is anticipated to start this spring. Pond easements are being recorded with the platting process for each addition (those [that are] part of the 1st Addition are in place). The water re-use system is not part of the 2nd Addition (will be with future addition).

ao. 2018-018 Summers Edge Phase III, Plymouth. The Commission approved Staff's recommendations at their June 13, 2018 meeting, subject to receipt of final easements over the wetland buffers within 90 days of final platting in a format acceptable to the Commission. *On October 2, 2019 Ben Scharenbroich provided a signed copy of the final plat. This item will be removed from the report.*

ap. 2018-026 Windrose, Maple Grove. The Commission approved Staff's finding and recommendations dated July 20, 2018. Final plan approval is contingent upon verification of the wetland approvals by the City of Maple Grove and the approval and recording of the operation and maintenance plan on the filter basins. On February 5, 2019 Derek Asche reported that the City will receive the agreement for the filter basins with the grading permit application.

aq. 2018-028 Tricare Third Addition, Maple Grove In their findings dated August 7, 2018, Staff recommended approval contingent on approval and recordation of the O&M plan on the filter basins. The Commission further recommended that the City consider an oil/debris type of separator in the parking lot manhole. Derek Asche contacted the project manager on February 5, 2019. It is a condition of the grading permit that the maintenance agreement is provided. No update was available on July 2, 2019.

ar. 2018-044 OSI Phase II, Medina. Staff findings dated October 9, 2018 were approved by the Commission at their October meeting contingent upon receipt of an approved stormwater system operation and maintenance plan being recorded on the property title. On October 2, 2019 Dusty Finke reported that the City is still awaiting final plat for this project.

as. 2018-048 Faithbrook Church, Phase 2, Dayton. This is an application for review of an expansion of an existing church located northeast of the intersection of Fernbrook Lane and Elm Creek Road. The Commission approved this project at their November meeting conditioned upon receipt of a SWPPP meeting NPDES requirements and the City accepting maintenance responsibility or recording a modified O&M plan for the stormwater features on the site in a form acceptable to the Commission. On February 7, 2019, Jason Quisberg reported that this project has gone idle; it is believed to be due to funding needs of the applicant. It was expected activity would resume in Spring 2019.

at. 2019-002 Parkside Villas, Champlin. This is two adjacent rural parcels totaling 13.9 acres that are proposed to be split into 56 single-family residential lots. It is located on the east side of Goose Lake Road just south of its intersection with Elm Road (CR 202). The review is for compliance with Commission's Rules D and E. At their February 2019 meeting the Commissioners approved Staff's findings dated January 29, 2019, contingent on 1) a long term O&M agreement on the stormwater basin and irrigation system being provided and recorded on the property title and 2) the applicant working with the City and Three Rivers Park District to safely outlet the pond water below the trail system adjacent to the property line.

au. 2019-021 Brenly Meadows, Rogers. This is a 38-unit townhome project proposed on 6.9 acres north of 129th Avenue about 1/3 mile west of Main Street. It triggered the Commission's review for Rules D, and E. This item was approved by the Commission at their August 2019 meeting, contingent upon O & M plan requirements for the stormwater pond and irrigation system.

av. 2019-022 Comlink Midwest (CML Holdings LLC), Corcoran. This is an existing 16.5-acre lot located in the southeast quadrant of County Roads 19 and 10 in Burschville. The present land use is about 13 acres of cropland and 3.5 acres of wetland/farmstead/meadow. The applicant proposes to construct three new commercial/ industrial buildings with adjacent parking and storage areas, creating approximately 5.5 acres of new impervious area. The Commission approved site plans per Staff's recommendations dated August 6, 2019 which were contingent upon an Operation and Maintenance agreement being approved by the City and the Commission and recorded on the property title. *Kevin Mattson indicated on October 2, 2019 that no updates are available.*

aw. 2019-023 99th Avenue Apartments, Maple Grove. This is part of a 20.4-acre PUD proposed on the Hy-Vee North property located at the southeast corner of Maple Grove Parkway and MNDOT Highway 610. The site is proposed to be divided into two parcels. The west parcel will be approximately 12.0 acres and be used for the Hy-Vee development. This apartment project comprises the eastern 8.42 acres. The Hy-Vee development was reviewed and approved by the Commission under project 2016-047 and is considered active by the City of Maple Grove. This apartment project was part of the overall stormwater management plan and PUD factored into the Commission's approval but was not proposed for construction at that time. A stormwater facility along the ROW of Highway 610 was approved as part of a shared facility to manage stormwater from both projects. The PUD will create 12.25 acres of new impervious surface (about 60% impervious cover). The apartment site plans trigger the Commission's review for Rules D, E, and I. At their September 11, 2019 meeting the Commission approved Staff's findings dated September 4, 2019, wherein they recommended approval of the project contingent upon: 1) a City and Commission approved stormwater system operation and maintenance plan being recorded on the property title, and 2) restrictive covenants outlining the buffer installation, management, and performance standards being received and recorded on the property title. The covenants may allow a signage structure per the location and dimensions (4'x10') provided for on the site plan.

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ax. 2019-027 Havenwood at Maple Grove. This is a 5.6-acre site located at the northwestern intersection of Bass Lake Road (CR10) and Troy Lane (CR101). The site is proposed to be subdivided into two lots. The southerly lot will be 4.5-acres with a 150-unit senior living facility. The remaining outlot (~1.3 acres) is anticipated to be a daycare facility. In their findings dated October 17, 2019, Staff recommended approval contingent upon the irrigation pond and system having an operation and maintenance plan approved by the City and Commission and recorded on the title for this property. A copy of the recorded document must be provided to the Commission.

BUFFER REVIEW

Buffer review has been completed for Corcoran, Rogers, and Medina. Those parcels found to be non-compliant were sent to the state for enforcement, and the landowners notified by US Mail of that action. Hennepin staff will work with those residents that are subject to enforcement actions at the request of BWSR, but will otherwise await findings.

RUSH CREEK SWA IMPLEMENTATION

Staff will provide an update at the meeting.

SUBWATERSHED ASSESSMENT APPLICATIONS

The 2019 Subwatershed Assessment Cost Share Application and Criteria were included in the October meeting packet. Completed applications must be emailed to Kirsten Barta no later than **January 15, 2020**.

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MINNESOTA

CAMPAIGN FINANCE BOARD

December 10, 2019

Judie Anderson
Elm Creek Watershed Mgmt Commission
3235 Fernbrook Ln
Plymouth, MN 55447

From: Campaign Finance and Public Disclosure Board

Subject: Requirement for public officials to annually recertify statement of economic interest

You are receiving this notice because you are the contact person for an agency that has members or employees who are public officials. All public officials must update their statements of economic interest annually. The Board is asking for your help in reminding the public officials in your agency of this requirement. In doing so, please keep these things in mind:

- A public official must review and recertify his or her statement **even if he or she left the public official position during the year, or if nothing on it has changed**. Please be sure that the public officials leaving your agency at the end of the year are aware of the filing requirement.
- The annual recertification must be filed **after January 1, 2020, but no later than January 27, 2020**. A public official who does not file a recertification by the deadline will be subject to the imposition of late filing fees and a potential civil penalty.
- The Board will send letters directly to all public officials in late December notifying them of the requirement and giving them the information necessary to file online. Paper copies of the statement may be printed from the Board's website by any official unable to file online.

If you are not sure who in your agency is considered a public official, you can view the list of the public officials in your agency by entering your agency's name into the search box at <https://cfb.mn.gov/reports-and-data/officials-financial-disclosure/agency/>.

If you need to correct any inaccuracies on the list for your agency, or if you have questions about the reporting requirements in general, please contact Jodi Pope at 651-539-1183, 800-657-3889 or jodi.pope@state.mn.us.

Thank you in advance for your assistance.

Campaign Finance & Public Disclosure Board

190 Centennial Office Building, 658 Cedar St, St Paul, MN 55155

cfb.mn.gov



2019 Annual Statement of Economic Interest for Public Officials

Filing instructions

(General instructions for completing the form start on page 2)

- The statement must be received by the Campaign Finance and Public Disclosure Board by the last Monday in January.
- Late fees will accrue for a statement not received by the due date.
- This form may be filed by mail to the address above, by email to cfb.eis@state.mn.us, or by fax to 651-539-1196 or 800-357-4114.
Fax filers: Keep the original and a fax confirmation notice as proof of timely filing.
- All information on this statement is public information and may be published on the Board's website.
- It is unlawful to use information filed with the Board for commercial purposes.
- Board staff may be reached by telephone at 651-539-1184 or 800-657-3889 or by email at cfb.eis@state.mn.us.

Individual information

Employment information

Name	Occupation
Address at which you wish to receive mail from the Board (You may use either a home or business address)	Name of employer (You may need to include your employer as a source of compensation on page 2. Also indicate here if self-employed or unemployed.)
City, state, zip	Business address (This address will be posted on the Board's website)
Telephone (Daytime)	Business city, state, zip
Email address	

Public official information

Name of agency	Public official position
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Certification

I, _____, certify that the information contained on this form, including information on the schedules, is complete, true, and correct.
(Print or type name)

Signature

Date

Notice: Any person who signs and certifies to be true a statement which the person knows contains false information or omits required information is subject to a civil penalty imposed by the Board of up to \$3,000 and is subject to criminal prosecution for a gross misdemeanor.

This document is available in alternative formats to individuals with disabilities by calling 651-539-1180 or 800-657-3889 or through the Minnesota Relay Service at 800-627-3529.

Form last updated 12/2019

Reporting period

The reporting period is all time served as a public official during 2019.

Sources of compensation

List all businesses from which you received more than \$250 in compensation in any calendar month during the reporting period. You should include any employer listed on the first page if it is a business as described below.

"Business" means an association, corporation, partnership, limited liability company, limited liability partnership, or other organized legal entity. An individual acting alone in the individual's own capacity, such as in the form of a sole proprietorship, is not a business for purposes of this statement, nor is a government agency.

"Compensation" means any payment for labor or personal services as a director, officer, owner, member, partner, employer, or employee of a business. Compensation does not include payments that do not result from the performance of services, such as rental income, social security payments, unemployment compensation, workers' compensation, pension benefits, or insurance benefits.

----- Check each applicable box -----

Name of source	Director	Officer	Owner	Member	Partner	Employer	Employee

Business ownership

If you own 25% or more of a business **and** received more than \$250 in any month during the reporting period as an employee of that business, list the business or professional activity category from page 4 that best describes the main function of the business.

Business or professional activity category (See page 4)

Independent contracting

If you received more than \$2,500 for work as an independent contractor in the past 12 months, list the business or professional activity category from page 4 that best describes the nature of that work.

Business or professional activity category (See page 4)

Honoraria

Report the sources of any honoraria worth more than \$50 received during the reporting period. An honorarium is anything of value received for a service when there is no obligation on the part of the giver to pay. Examples of honoraria could include payment for speeches, presentations, or articles.

Securities

List all businesses whose securities valued at more than \$10,000 you individually or jointly held at any time during the reporting period. Use the definition of business from the Sources of compensation section on the previous page.

“Securities” means stocks, shares, bonds, warrants, options, pledges, notes, mortgages, annuities, debentures, leases, and commercial paper. “Securities” does not include shares of mutual funds, shares of exchange-traded funds, or defined benefit pension plans. For stocks, list the name of the business- do not list the exchange symbol, total shares, or value.

For retirement accounts like IRAs or 401(k)s, list the individual investments items held through the account. For example, if you have an IRA managed by Charles Schwab, do not list Charles Schwab – IRA. Instead, obtain an itemized listing of the investments held in the IRA and report those investments which meet the definition of security and exceed \$10,000 in value.

Name of business in which security is held	Name of business in which security is held

Real property

Do not report your homestead. Report interests in all other real property located in Minnesota that you held individually or jointly at any time during the reporting period. You must report the following interests: a fee simple interest (you are an owner, even if you owe a mortgage), a contract for deed as a buyer or seller, or a mortgage that you hold as a seller.

Report an option to buy if the value of the option is more than \$2,500 or if the fair market value of the optioned property is more than \$50,000 even if the value of the option itself is \$2,500 or less. For each property list the county in which the property is located. Also list the street address and city, or if the property does not have a street address, the section, township, and range where the property is located and the approximate acreage.

Upon written request and for good cause shown, the Board may waive the requirement that a public official disclose the address of a secondary residence of the official. Contact Board staff if you want to request this waiver.

----- Check one -----

MN County	Street address and city; or section, township, and range	Own (Even if paying a mortgage)	Contract for deed (As buyer or seller)	Option to buy: Option value greater than \$2,500	Option to buy: Property value greater than \$50,000	Mortgage (Only if held as seller)	Acreage (If applicable)

Pari-mutuel horse racing interests

Report any investment, ownership, or interest in property connected to pari-mutuel horse racing in the United States or Canada, including a race horse. Include direct, indirect, partial or full interests held by you or an immediate family member.

----- Check one -----

	Partial interest	Full interest	Description of interest (Horse, stable, etc.)
Official direct interest			
Official indirect interest			
Family interest			

Business and professional activity categories

Use these categories for the business ownership and independent contracting categories on page 2.

If you need more information to decide which category to use, please see the chart on the Internal Revenue Service website at <https://www.irs.gov/instructions/i1040sc#idm140495537003200>.

Accommodation
Administrative and Support Services
Agriculture, Forestry, Hunting, & Fishing
Agriculture & Forestry Support Activities
Amusement, Gambling, & Recreation Industries
Broadcasting (except internet) & Telecommunications (including internet service providers)
Construction of Buildings
Construction - Heavy and Civil Engineering
Construction - Specialty Trade Contractors
Credit Intermediation & Related Activities
Data Processing Services (including internet publishing)
Educational Services
Food Services & Drinking Places
Health Care - Ambulatory Health Care Services
Health Care - Hospitals
Health Care - Nursing & Residential Care Facilities
Information (publishing industries except internet)
Insurance Agents, Brokers, & Related Activities
Manufacturing - Chemical
Manufacturing - Food
Manufacturing - Leather & Allied Product
Manufacturing - Nonmetallic Mineral Product
Manufacturing - Other
Mining
Motion Picture & Sound Recording
Museums, Historical Sites, & Similar Institutions
Performing Arts, Spectator Sports, & Related Industries
Personal & Laundry Services
Professional, Scientific, & Technical Services (Architectural, Engineering, & Related Services)
Professional, Scientific, & Technical Services (Computer Systems Design & Related Services)
Professional, Scientific, & Technical Services (Legal, Accounting, Payroll, & Tax Preparation Services)
Professional, Scientific, & Technical Services (Specialized Design Services)
Professional, Scientific, & Technical Services (Other)
Real Estate
Religious, Grantmaking, Civic, Professional, & Similar Organizations
Rental & Leasing Services
Repair & Maintenance Services
Retail - Building Material & Garden Equipment & Supplies Dealers
Retail - Clothing & Accessories Stores
Retail - Electronic & Appliance Stores
Retail - Food & Beverage Stores
Retail - Furniture & Home Furnishing Stores
Retail - Gasoline Stations
Retail - General Merchandise Stores
Retail - Health & Personal Care Stores
Retail - Motor Vehicle & Parts Dealers
Retail - Sporting Goods, Hobby, Book, & Music Stores
Retail - Miscellaneous Store Retailers
Retail - Nonstore Retailers
Securities, Commodity Contracts, & Other Financial Investments & Related Activities
Social Assistance
Transportation
Transportation (couriers and messengers)
Unclassified Establishments (unable to classify)
Utilities
Warehousing & Storage Facilities
Waste Management & Remediation Services
Wholesale Trade - Merchant Wholesalers (Durable Goods)
Wholesale Trade - Merchant Wholesalers (Nondurable Goods)
Wholesale Electronic Markets and Agents & Brokers