

**REGULAR MEETING  
MINUTES | June 8, 2023**

(Action by the SCWMC appears in blue, by the WMWMC in green and shared information in black.  
\*indicates items included in the meeting packet.)

I. A joint meeting of the Shingle Creek Watershed Management Commission and the West Mississippi Watershed Management Commission was called to order by Shingle Creek Chairman Andy Polzin at 12:46 p.m. on Thursday, June 8, 2023, at Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN.

Present for Shingle Creek: David Mulla, Brooklyn Center; Greg Spoden, Brooklyn Park; Burt Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Ray Schoch, Minneapolis; John Roach, Osseo; Andy Polzin, Plymouth; Wendy Scherer, Robbinsdale; Diane Spector and Todd Shoemaker, Stantec; Troy Gilchrist, Kennedy & Graven; and Judie Anderson, JASS. Not represented: New Hope.

Present for West Mississippi: David Mulla, Brooklyn Center; Melissa Collins, Brooklyn Park; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; John Roach, Osseo; Diane Spector and Todd Shoemaker, Stantec; Troy Gilchrist, Kennedy & Graven; and Judie Anderson, JASS.

Also present were: Mitch Robinson, Brooklyn Park; Ben Perkey, Crystal; Derek Asche, Maple Grove; Katie Kowalczyk, Minneapolis; Nick Macklem, New Hope; James Kelly, Osseo; Leah Gifford and Amy Riegel, Plymouth; Richard McCoy and Mike Sorenson, Robbinsdale; and Kris Guentzel and Grace Barcelow, Hennepin County.

II. **AGENDAS AND MINUTES.**

Motion by Schoch, second by Roach to approve the **Shingle Creek agenda**.\* *Motion carried unanimously.*

Motion by Butcher, second by Jaeger to approve the **West Mississippi agenda**.\* *Motion carried unanimously.*

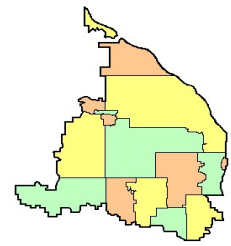
Motion by Schoch, second by Roach to approve the **minutes of the May 11, 2023, regular meeting**.\* *Motion carried unanimously.*

Motion by Jaeger, second by Butcher to approve the **minutes of the May 11, 2023, regular meeting**.\* *Motion carried unanimously.*

III. **FINANCES AND REPORTS.**

A. Motion by Schoch, second by Roach to approve the Shingle Creek **June Treasurer's Report, addendum,\* and claims** totaling \$90,359.23. Voting aye: Mulla, Spoden, Orred, Jaeger, Schoch, Roach, Polzin, and Scherer; voting nay: none; absent: New Hope.

B. Motion by Jaeger, second by Butcher to approve the **West Mississippi June Treasurer's Report\* and claims** totaling \$19,540.80. Voting aye: Mulla, Collins, Butcher, Jaeger, and Roach; voting nay: none.



**IV. OPEN FORUM.**

**V. PROJECT REVIEWS.**

**A. SC2023-03 Silver Creek Senior Living 3rd Addition, Maple Grove.\*** The proposed project is the third addition of the Senior Living Community that began in 2013 approved under permit SC2013-07: Maple Grove Senior Community. The project is the construction of eight senior living townhomes and associated parking. The site is 3.13 acres. Following development, the site will be 54 percent impervious with 1.7 acres of impervious surface, an increase of 1.1 acres. A complete project application was received on May 5, 2023.

Commission rules require the site to infiltrate 1.1 inches of runoff from new impervious and reconstructed impervious area within 48 hours. The site is located within the Maple Grove Gravel Mining Area. In 2010, the Commission reviewed and approved a plan by the City of Maple Grove to obtain infiltration credits for this new development by constructing biofiltration basins adjacent to four existing regional stormwater ponds. Stormwater from areas that developed prior to the infiltration rule is directed to these basins.

To comply with the Commission’s water quality treatment requirement, the site must provide treatment so there is no net increase in TP or TSS from pre- to post-development land cover. This requirement is satisfied by the downstream Regional Pond SC-P51. The applicant meets Commission water quality treatment requirements.

Commission rules require that site runoff is limited to predevelopment rates for the 2-, 10-, and 100-year, 24-hour, and 100-year, 10-day critical storm event. Runoff is proposed to be routed to nearby regional ponds. The runoff from the site will be routed through existing storm sewer leading to the adjacent stormwater pond SC-P51. HydroCAD calculations prepared by Bonestroo & Associates in 2002 showed that this pond provides rate control for a site with curve number of 86. The current proposal uses curve number 76 based on the site being 54% impervious and having hydrologic group A soil. The applicant meets the Commission’s rate control requirements.

The erosion control plan includes a rock construction entrance, seed, and erosion control blanket for slopes greater than 4:1. The erosion control plan meets Commission requirements.

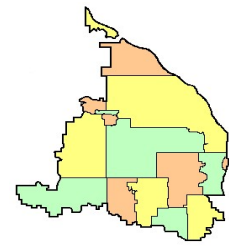
The National Wetlands Inventory does not identify any wetlands on site. The applicant meets Commission wetland requirements. There are no Public Waters on this site. The applicant meets Commission Public Waters requirements.

There is no FEMA-regulated floodplain on this site. The low floor elevations of the buildings are at least two feet higher than the high-water elevation of the nearby regional ponds. The applicant meets Commission floodplain requirements.

The site is not located in a Drinking Water Supply Management Area (DWSMA). The applicant meets Commission drinking water protection requirements.

A public hearing on the project was conducted on May 8, 2023, as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

A draft Operations & Maintenance (O&M) agreement between the applicant and the City of Maple Grove was not provided.



Motion by Jaeger, second by Schoch to advise the City of Maple Grove that Project 2023-03 is approved subject to receipt of a complete O&M agreement between the applicant and the City for the sumps on the project site. *Motion carried unanimously.*

**B. SC2023-04 Nathan Lane Improvements, Plymouth.\*** Construction and reconstruction of Nathan Lane, between Bass Lake Road and 54th, 54th and 56th between Nathan Lane and the Highway 169 Service Road, and the Highway 169 Service Road between 56th and Schmidt Lake Road. A complete project review application was received April 24, 2023.

The proposed linear project includes improvements to Nathan Lane, 56th, 54th, and the Highway 169 Service Road. The site is 10.7 acres. Following development, the site will be 81 percent impervious with 8.7 acres of impervious surface, an increase of 0.6 acres.

Commission rules require linear projects to infiltrate the larger of one-inch times the new impervious surface or one-half inch times the sum of the new and fully reconstructed impervious surface within 48 hours. The new impervious area is 0.6 acres, which requires 2,178 CF of volume. The new and fully reconstructed impervious is 1.5 acres (65,340 ft<sup>2</sup>), which requires 2,723 CF. Therefore, the required water quality volume is 2,723 CF.

Due to poor soils, the applicant proposes to construct a filtration basin. The basin doesn't meet volume retention requirements, but the applicant has submitted evidence under rule D.2.b.2 that a reasonable attempt was made to achieve the standard. Additional volume is not practical because of the limited drainage area and relatively flat storm sewer slopes. The applicant meets Commission volume retention requirements.

- a. Infiltration Volume Retention Required:  
 $65,340 \text{ ft}^2 \times 0.5 \text{ inches} \times 1 \text{ ft}/12 \text{ inches} = 2,723 \text{ ft}^3$
- b. Filtration Volume Retention Required:  
 $65,340 \text{ ft}^2 \times 0.5 \text{ inches} \times 1.82 \times 1 \text{ ft}/12 \text{ inches} = 4,955 \text{ ft}^3$

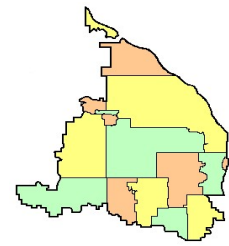
To comply with the Commission's water quality treatment requirement, the site must provide treatment so there is no net increase in TP or TSS from pre- to post-development land cover. Meeting the infiltration requirement is considered sufficient to provide a similar level of treatment.

Runoff from the site is proposed to be routed through a filtration basin that achieves no net increase in TP and TSS from predevelopment land cover. The applicant meets Commission water quality treatment requirements.

Commission rules require that site runoff is limited to predevelopment rates for the 2-, 10-, and 100-year, 24-hour, and 100-year, 10-day critical storm event. Runoff from the site is routed through a filtration basin. The applicant meets Commission rate control requirements.

The erosion control plan includes rock construction entrances, perimeter silt fence/biolog, silt fence surrounding, inlet protection, rip rap at inlets, slope checks, and native seed specified on the pond slopes. The erosion control plan meets Commission requirements.

The National Wetlands Inventory identifies one probable wetland in the northeast portion of the site. Plymouth is LGU for WCA administration. Wetland buffers a minimum of 20 feet in width and averaging 30 feet in width are provided. The applicant meets Commission wetland requirements.



Bass Creek is a Public Water and runs through the northern portion of the site. It is impaired for Aquatic Consumption and Aquatic Recreation. The proposed project includes the replacement of two culverts within Bass Creek. The applicant has demonstrated the crossing: will retain adequate hydraulic capacity, will not adversely impact water quality, represents a minimal impact design, and allows for future maintenance. The applicant meets Commission Public Waters requirements.

There is FEMA 100-year floodplain on the northwestern portion of this site. However, Nathan Lane N (909.17') is at least two feet higher than the FEMA 100-year flood elevation (907.17'). The filtration basin has a high-water level of 916.02 and the lowest adjacent road, Nathan Lane, is 919.50'. The applicant meets Commission floodplain requirements.

The site is not located in a Drinking Water Supply Management Area (DWSMA). The applicant meets Commission drinking water protection requirements.

A public hearing on the project was conducted on March 2, 2023, as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

The City of Plymouth is the owner of the filtration basin and will add the BMP to its scheduled maintenance list. An Operations & Maintenance (O&M) agreement is not required.

Motion by Schoch, second by Spoden to advise the City of Plymouth that Project SC2023-04 is approved with the condition that it can be demonstrated by double ring infiltrometer or witness test that the site can meet the design filtration rate of 0.8 inches/hour. *Motion carried unanimously.*

**C. SC2023-05 Arbor Lakes Building 8, Maple Grove.\*** Construction of one industrial building and associated parking on a 9.75-acre site located at 10400-10500 Fountains Drive. The development was rough-graded under SC2022-04: Arbor Lakes Phase 3 and will utilize a pond approved under SC2022-04. The project is 85 percent impervious with 8.32 acres of impervious surface, an increase of 8.19 acres. The applicant shows a building to be constructed east of the currently proposed building in a future phase. This future phase will be subject to Commission standards and review at the time it develops. A complete project application was received on May 1, 2023.

Commission rules require the site to infiltrate 1.1 inches of runoff from new impervious area within 48 hours. As is the case with Project SC2023-03 above, the site is located within the Maple Grove Gravel Mining Area. The subject project is located within the "undeveloped area" and therefore meets Commission volume control treatment requirements.

To comply with the Commission's water quality treatment requirement, the site must provide treatment so there is no net increase in TP or TSS from pre- to post-development land cover. This requirement is satisfied by an onsite pond. The applicant meets Commission water quality treatment requirements.

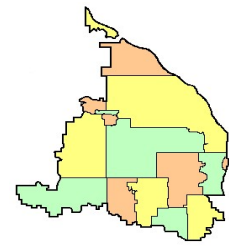
The applicant proposes to use a NURP pond approved under SC2022-04. The approved pond provides a dead storage volume of 9.1 acre-feet. The total impervious proposed to be treated by the pond is 31.09 acres: 22.69 acres from SC2022-04 and 8.32 acres from the present project. The required volume for the two sites is 6.5 acre-feet. A breakdown of the required volumes is shown below.

SC2022-04: Arbor Lakes Phase 3

22.69 acres x 2.5 inches x 1 ft/12 inches = 4.7 acre-feet

SC2023-05: Arbor Lakes Building 8

8.32 acres x 2.5 inches x 1 ft/12 inches = 1.8 ft<sup>3</sup>



Commission rules require that site runoff is limited to predevelopment rates for the 2-, 10-, 100-year, and 100-year 10-day storm events. Runoff from the site is proposed to be controlled by an onsite pond that discharges to the southeast. The applicant meets Commission rate control requirements.

The erosion control plan includes a rock construction entrance, perimeter silt fence/biolog, inlet protection, native seed is specified on the pond slopes, slope checks, and rip rap specified at the inlet. The erosion control plan meets Commission requirements.

The National Wetlands Inventory identifies one wetland on the site, but no wetland characteristics currently exist on the site. The City is the LGU for WCA administration. The applicant meets Commission wetland requirements.

There are no Public Waters on this site. The applicant meets Commission Public Waters requirements.

There is no FEMA-regulated floodplain on this site. The low floor elevations of the buildings (922.5') are at least two feet higher than the high-water elevation of the detention pond (913.14') according to Atlas 14 precipitation. The applicant meets Commission floodplain requirements.

The site is located in a Drinking Water Supply Management Area (DWSMA). Therefore, infiltration is permitted, but infiltrated water must first filter through one foot of soil, the top four inches of which are amended topsoil, and the bottom 8 inches of which are tilled. Infiltration is occurring offsite. The applicant meets Commission drinking water protection requirements.

City staff reports that a public hearing for this site was held on May 4, 2022. The applicant meets Commission public notice requirements.

The City maintains the pond approved with SC2022-04. An Operations & Maintenance (O&M) agreement is not required.

Motion by Schoch, second by Jaeger to advise the City of Maple Grove that Project 2023-05 is approved with no conditions. *Motion carried unanimously.*

**VI. OLD BUSINESS.**

**VII. NEW BUSINESS.**

**A.** Motion by Schoch, second by Spoden to accept the **2022 Audit Report.** *Motion carried unanimously.*

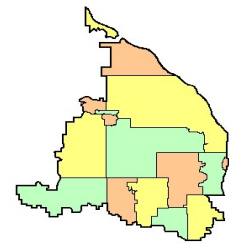
**B.** Motion by Butcher, second by Collins to accept the **2022 Audit Report.** *Motion carried unanimously.*

**C. 2022-Year-End Fund Balances.** The 2022 year-end balances for non-operating accounts are as follows:

**1. Shingle Creek.\*** The 2022 preliminary year-end balances for non-operating accounts are the following:

**a. Restricted for Capital Projects.** These are funds that were levied for specific capital projects. The Commission holds these funds until such time as the member cities have completed the work. They then request reimbursement for their costs incurred.

The three stream restoration projects are likely to be closed out in 2023, with any levy funds that exceed the cities' requested reimbursements transferred at the end of the year to the



**Table 1. Shingle Creek funds restricted for capital improvements.**

Project	Amount Held
Robbinsdale Crystal Lake Management Plan	\$81,601
B Center/Park Connections II Stream Restoration	420,703
New Hope Meadow Lake Management Plan	297,851
B Park Bass Creek Stream Restoration	420,703
Plymouth Palmer Lake Estates Stream Restoration	630,630
Crystal Phase 2 SRP Channel Extension	131,344
Maintenance Fund	-147
Account Balance YE 2022	\$1,982,685

Closed Projects Account. The two lake management plans are ongoing. Some of the lake work such as monitoring is being billed directly to the project, while work that is required to be bid out such as alum treatments is funded by the member city, who on completion will request reimbursement.

The Phase 2 SRP Channel Extension is currently on hold and will likely to continue to be suspended until such time as the City and Commission can obtain a site access agreement from MAC to complete the project. The negative balance for the Maintenance Fund is a result of levy legal expense incurred in 2022 prior to the first collection of levy funds in 2023. The Commission levies a small multiplier on each project to fund levy admin and legal expenses.

**b. Cost Share Projects.** The Commission operates two cost share projects, one for city projects and one for partnership projects on private property. As noted below, there are two outstanding city cost share projects for which member cities have not yet requested reimbursement, and no outstanding partnership cost projects.

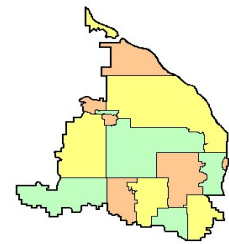
**Table 2. Shingle Creek city cost share projects.**

Project	Balance
Year End 2022	\$434,198
Mpls Shingle Creek Rain Gardens	-50,000
Encumbered Account Balance YE 2022	\$384,198
Levy funds expected 2023	+100,000
Crystal Community Center	-50,000
Transfer to Closed Projects for Feasibility Studies	-150,000
Estimated 2023 available balance	\$284,198

**Table 3. Shingle Creek partnership cost share projects.**

Project	Balance
Year End 2022	\$106,279
Highland Gables	-49,993
Encumbered Account Balance YE 2022	\$56,286
Levy funds expected 2023	+50,000
Encumbrances 2023 YTD	-0
Estimated 2023 available balance	\$106,286

**c. Closed Projects Account.** The Commission’s Closed Projects Account houses levy funds that exceed final project costs. In addition, on occasion a project is cancelled, and the levy funds are then transferred to this fund. These funds are intended to be used for other capital improvement projects, in-



cluding the cost of undertaking feasibility studies to preliminarily scope a future project. These funds may also be used to limit future capital levies for new projects. Earlier this year the Commission authorized transferring funds from the city cost share program to this account to supplement WBIF grants funding four studies.

**Table 4. Shingle Creek closed project account funds.**

Project	Balance
Year End 2022	\$40,155
2023 Transfer from Cost Share Fund	+150,000
Eagle Lake SWA and Lake Management Plan	-20,000
Gaulke Pond Area SWA	-0
Brookdale Park Remeandering	-39,000
SC Regional Trail Bank Stabilization	-25,000
Estimated 2023 available balance	\$106,155

**d. Unassigned Funds Balances.** The Commission has also in past years acted to segregate or assign some of its unrestricted reserves to be held for a specific purpose, for example to fund the Fourth Generation Plan. These unassigned funds may continue to be set aside to be used for these purposes or the Commission may elect to unassign the funds and transfer them to Unrestricted Reserves. One significant Assigned Funds account is the amount set aside from previously levied project funds specifically to complete years four (2023) and five (2024) of curly-leaf pondweed treatment on Bass and Pomerleau Lakes. Pomerleau has so far not seen any appreciable curly-leaf, so the work to delineate, permit, and contract for these treatments have been limited to Bass Lake.

**Table 5. Shingle Creek assigned accounts balances.**

Assigned Account	Balance
Bass and Pomerleau Curly-leaf Pondweed Treatments	\$23,236

**e. Unrestricted Reserve.** The last category of funds is the Commission’s Unrestricted Reserves, which is cash on hand that has not been designated for a particular use. This helps with monthly cash flow and is a “rainy day reserve” in the event something unusual occurs, or one of the member cities withdraws from the JPA and no longer is contributing its share of expected revenues. The Commission does not have a policy establishing a desired minimum balance, but Elm Creek WMO just adopted a policy to maintain a cash reserve equal to either 50% of annual operating revenues or five months of operating expenses. Using the 2022 year-end budget, that minimum reserve balance would be the greater of the amounts in Table 6.

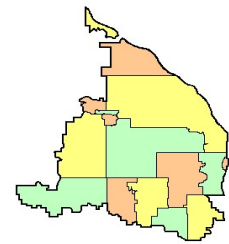
**Table 6. Unrestricted reserve desirable balance calculation using 2022 budget figures.**

Component	Operating Expenses	Operating Revenues
2022 Budget (prelim YE)	\$339,618	\$421,025
5/12ths of yearly expenses	141,507	
50% of yearly revenues		210,512
Unrestricted Reserves YE 2022	<u>Pending, est</u> \$69,260	<u>Pending, est</u> \$69,260

Staff’s best estimate is shown above, which falls short of what would be considered a desirable fund balance. In the past few years, the Commission has been including a “contribution to cash reserves” in its operating budget to help restore that balance.

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**2. West Mississippi\*** has accumulated some very significant fund balances for capital and cost-share projects but has completed very few. The 2022 preliminary year-end balances for non-operating accounts are the following:

**a. Restricted for Capital Projects.** These are funds that were levied for specific capital projects, and include funds held for three outstanding projects. At the May 2023 meeting Champlin declined the funding for the first two projects and the Commission approved reassigning those funds. Brooklyn Park is working with its contractor to complete the necessary as-builts to submit along with its request for reimbursement for the River Park project.

**Table 1. West Mississippi funds restricted for capital improvements.**

Project	Amount Held
Champlin Mississippi Crossings Rain Garden	\$54,672
Champlin Mississippi Crossings Infiltration Vault	105,522
Brooklyn Park River Park	127,952
Account Balance YE 2022	\$288,146
To be reassigned (est)	\$160,194

**b. Cost Share Projects.** The Commission operates two cost share projects, one for city projects and, new in 2022, one for partnership projects on private property.

**Table 2. West Mississippi city cost share projects.**

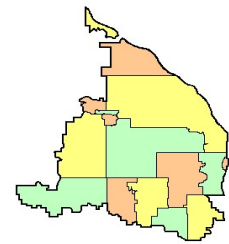
Project	Balance
Year End 2022	\$410,705
Encumbrances (none)	- 0
Encumbered Account Balance YE 2022	\$410,705
Levy funds expected 2023	+50,000
Encumbrances 2023 YTD	-0
Estimated 2023 available balance	\$460,705

**Table 3. West Mississippi partnership cost share projects.**

Project	Balance
Year end 2022	\$105,583
Encumbrances (none)	-0
Encumbered Account Balance YE 2022	\$105,583
Levy funds expected 2023	+100,000
Encumbrances 2023 YTD	-0
Estimated 2023 available balance	\$205,583

**c. Unassigned Funds Balances.** The Commission has also in past years acted to segregate or assign some of its unrestricted reserves to be held for specific purposes. These unassigned funds may continue to be set aside to be used for these purposes or the Commission may elect to unassign the funds and transfer them to Unrestricted Reserves. The Subwatershed Assessments account is funds that had been budgeted for the completion of those studies. The funds for flood model updates were set aside at the time Shingle Creek began updating its HUC8 model, pending more information from the DNR on similar flood modeling that agency was completing in West Mississippi. The Grant Match funds account is funds that had previously been set aside to help fund small projects. It functions in much the same way as a Closed Projects





Account. For simplicity’s sake, the Commission could consider establishing a Closed Projects Account for the Champlin funds that will be unused in 2023 and transfer the Grant match funds to that account. Like the Shingle Creek Closed Projects account, use of those funds would be restricted to capital projects and feasibility studies in advance of capital projects.

**Table 4. West Mississippi assigned accounts balances.**

Assigned Account	Amount Held
Subwatershed Assessments	\$40,000
Flood Model Updates	25,000
Grant Match Funds	89,320

**d. Unrestricted Reserve.** The last category of funds is the Commission’s Unrestricted Reserves, which is cash on hand that has not been designated for a particular use. It serves the same purpose as the matching fund in Shingle Creek. Were the Commission to adopt a policy similar to that of Elm Creek, using the 2022 year-end budget, the minimum reserve balance would be the greater of the amounts in Table 5. It appears West Mississippi has an adequate unrestricted reserves fund balance.

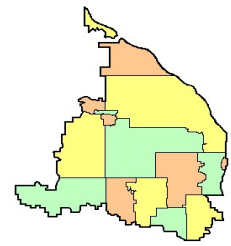
**Table 5. Fund balance calculation using 2022 budget figures.**

Component	Operating Expenses	Operating Revenues
2022 Budget (prelim YE)	\$152,439	\$194,331
5/12ths of yearly expenses	63,516	
50% of yearly revenues		97,165
Unrestricted Reserves YE 2022	\$120,902	\$120,902

**D. Set 2023 Maximum Levies.\*** The Commissions must set the maximum amount of capital projects levy they expect to certify to Hennepin County. The actual levies will be certified in September, after the Commissions hold public hearings on the proposed projects. The table below shows the CIP projects that

**2023 CIP Projects (2024 levy)**

Project	Total Est Cost	City/Private	Grant	Comm Share
Cost share (city projects)	\$200,000	\$100,000	0	\$100,000
Partnership cost share (private projects)	50,000	0	0	50,000
Maintenance fund	50,000	0	0	50,000
Pike Creek Stabilization	395,000	290,000	0	105,000
Brookdale Park Natural Channel phase 1	625,000	0	0	625,000
<b>Subtotal</b>	<b>\$1,320,000</b>	<b>\$390,000</b>	<b>\$0</b>	<b>\$930,000</b>
<b>5% additional for legal/admin costs</b>				<b>46,500</b>
<b>TOTAL LEVY (101% for uncollectable)</b>				<b>\$986,265</b>
Cost share (city projects)	\$100,000	\$50,000	0	\$50,000
Partnership cost share (private projects)	100,000	0	0	100,000
<b>Subtotal</b>	<b>\$200,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$150,000</b>
<b>5% additional for legal/admin costs</b>				<b>7,500</b>
<b>TOTAL LEVY (101% for uncollectable)</b>				<b>\$159,075</b>



will be considered in September. The Maximum Levy sets the ceiling for the capital levy; the Commissions can certify a lesser levy but cannot increase it. In 2016 the Commissions began levying an additional 5% to cover administrative costs, and an additional 1% to cover uncollected levies, based on the historical rate of uncollectables. These maximum levies must be forwarded to Hennepin County by June 21, 2023.

#### 1. **Shingle Creek Projects.**

**a. Cost Share Fund.** This annual project provides cost sharing to retrofit voluntary BMPs on city property. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commission on which projects should be funded. The annual levy is \$100,000, to be matched at least one-to-one by a member city or cities. Applications are open until funds are depleted.

**b. Partnership Cost Share Fund.** This annual project provides cost sharing to retrofit voluntary BMPs on private property. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commission on which projects should be funded. The annual levy is \$50,000, and funding does not require a match. Applications are open year-round until the funds are depleted.

**c. Maintenance Fund.** This program makes funds available for nonstructural practices such as, but not limited to, rough fish management; invasive aquatic vegetation control; alum treatment touch-up; native aquatic vegetation translocation; and maintenance of Commission-installed projects for which a member City is not specifically responsible.

**d. Pike Creek Stabilization.** A joint project between the cities of Plymouth and Maple Grove would stabilize eroding streambank along Pike Creek near its discharge point into Pike Lake, and upstream of Hemlock Lane.

**e. Brookdale Park Natural Channel Phase 1.** This project would re-meander about 5,000 feet of Shingle Creek between a drop structure in Brookdale Park and Xerxes Avenue to improve water quality, enhance habitat, and restore natural form and function. In addition, bank stabilization improvements would be made to about 2,000 feet of Shingle Creek between Xerxes Avenue and Palmer Lake. Levy funding will be phased over multiple years; this is phase 1.

Motion by Schoch, second by Spoden to set the Shingle Creek maximum 2023 levy at \$986,265. *Motion carried unanimously.*

#### 2. **West Mississippi Projects.**

**a. Cost Share Fund.** Identical to the Shingle Creek Cost Share fund, excepting that the annual levy is \$50,000.

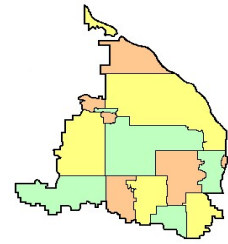
**b. Partnership Cost Share Fund.** Again, identical to the Shingle Creek Partnership Cost Share fund; however, the annual levy is \$100,000.

Motion by Roach, second by Collins to set the West Mississippi maximum 2023 levy at \$159,075. *Motion carried unanimously.*

### VIII. **EDUCATION AND PUBLIC OUTREACH.**

**A.** The **West Metro Water Alliance (WMWA)** will meet via Zoom at 8:30 a.m., July 11, 2023.

**B.** Guentzel introduced the County's Land and Water Unit's new conservation specialist, **Grace Barcelow**. She will be dedicated to helping build and establish water quality program presence in more urban



and suburban areas of the county, which will include using outreach and community engagement tactics to help build public awareness and interest in implementing water quality projects. Her position was created in partnership with the West Metro Water Alliance and member water management organizations and is supported by a grant from the Board of Water and Soil Resources.

## IX. COMMUNICATIONS.

A. **May Communications Log.\*** No items required action.

B. **June Staff Report.\***

1. **Highways 252/94 EIS Review.** The final draft comments on MnDOT's proposed Highway 252 / I-94 EIS Scoping Document & Draft Scoping Decision Document (DSDD) were presented to the Commissions at last month's meeting and the Commissioners authorized Stantec to submit the final comments. The comments were emailed to MnDOT, SRF, and the Federal Highway Administration on Friday May 19, 2023, prior to the close of the public comment period on May 26, 2023. The agencies confirmed receipt of the Commissions' comments on Monday May 22, 2023.

2. **Meadow Lake.** Meadow Lake received an alum treatment on May 16. The treatment went well, aside from some site restoration needed after driving heavy equipment on the grass at Meadow Lake Park. The lake also received an herbicide application on May 23 to treat the infestation of curly-leaf pondweed. Stantec will be doing two vegetation surveys on the lake this summer, and water quality on the lake is being monitored every two weeks by a CAMP lake monitoring volunteer.

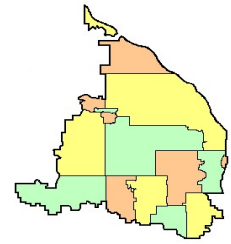
3. **Crystal Lake.** Carp removals on Crystal Lake have begun. Nets were installed in the south portion of the lake on May 30 and Stantec staff have begun baiting the nets with cracked corn daily.

4. **Legal Boundary Update.** Staff have received official concurrence from all member cities and neighboring watersheds for the boundary update. Stantec has now compiled the final list of parcels in Shingle Creek and West Mississippi Watersheds for submittal to Hennepin County. Staff are also compiling lists of parcels to be added or removed from neighboring watersheds. In June, they will submit the boundary update at the same time for all five adjacent watersheds: Shingle Creek, West Mississippi, Bassett Creek, Elm Creek, and Mississippi WMO.

5. **Eagle Lake Subwatershed Assessment.** Eagle Lake and Pike Lake sediment cores were collected in late April; cores are being analyzed for alum dosing. An aquatic vegetation survey is scheduled for mid-June on Eagle and Pike Lakes. Projects to address watershed loading were filtered down to the top nine and will be further refined based on recent site visits. The final set of potential projects to address watershed loading will be prioritized based on water quality impact and cost and presented in August to select one project to move forward to the concept design stage.

6. **Gaulke Pond Subwatershed Assessment.** The Gaulke Pond SWA background and preliminary volume reduction projects identified were presented to the Technical Advisory Committee (TAC) on May 11, 2023, for feedback. Stantec received confirmation from the City of New Hope on May 23, 2023, that public parks may be included in the assessment, provided there is no impact to existing turf spaces. Two additional sites, Sunnyside Park and Fred Sims Park, will be reviewed and considered for volume reduction BMP opportunities. This information will be incorporated into the final recommendation memo and presented in July to select one project to move forward to the concept design stage.

7. **Shingle Creek Brookdale Park Remeander.** The Remeander study includes field



assessment, topographic survey, soil sediment data collection, and development of concept alternatives, a basis of design memo, and preliminary plans of the selected alternative. Stantec staff have completed on-site field observations, topographic survey, sediment sampling collection and lab analysis, and have begun development of conceptual alternatives. Preliminary concepts will be further evaluated upon sediment lab testing results with a draft memo and concepts anticipated for presentation in July.

**8. Shingle Creek Trail Bank Stabilization and Fish Access Improvements.** This study includes field assessment, topographic survey, and development of concept alternatives, a basis of design memo, and preliminary plans of the selected alternative. Stantec staff have completed on-site field observations, topographic survey, and have begun development of conceptual alternatives. Preliminary concepts will be further evaluated with a draft memo and concepts anticipated for presentation in July.

**X. Other Business.**

There being no further business before the Commissions, the joint meeting was adjourned at 2:00 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Judie A. Anderson". The signature is written in a cursive style.

Judie A. Anderson  
Recording Secretary  
JAA:tim

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