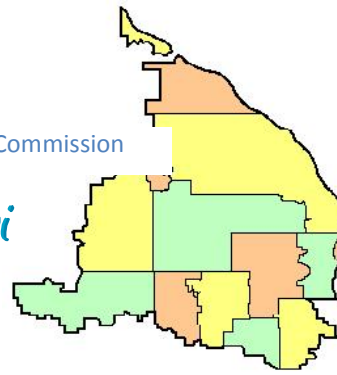


Watershed Management Commission



3235 Fernbrook Lane N • Plymouth, MN 55447  
Tel: 763.553.1144 • Fax: 763.553.9326  
Email: judie@jass.biz • Website: www.shinglecreek.org

## MINUTES Regular Meeting July 12, 2018

(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 12:45 p.m. on Thursday, July 12, 2018, at the Clubhouse at Edinburgh, USA, 8700 Edinbrook Crossing, Brooklyn Park, MN.

Present for Shingle Creek were: David Vlasin, Brooklyn Center; John Roach, Brooklyn Park; Burton Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Gary Anderson, Minneapolis; Bill Wills, New Hope; Harold E. Johnson, Osseo; Andy Polzin, Plymouth; Diane Spector, Wenck Associates, Inc.; Troy Gilchrist, Kennedy & Graven; and Judie Anderson, JASS.

Present for West Mississippi were: David Vlasin, Brooklyn Center; Steve Chesney, Brooklyn Park; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; Harold E. Johnson, Osseo; Diane Spector, Wenck Associates, Inc.; Troy Gilchrist, Kennedy & Graven; and Judie Anderson, JASS.

Also present were: Andrew Hogg, Brooklyn Center; Alex Prasch and Mitch Robinson, Brooklyn Park; Todd Tuominen, Champlin; Mark Ray, Crystal; Heather Albrecht and Denise Tingstad, Maple Grove; Robert Grant and Megan Albert, New Hope; Trevor Cammack, Plymouth; Marta Roser, Robbinsdale; and Mike St. Martin and Jon Knutson, Loucks Associates for item V.B.

### II. Agendas and Minutes.

Motion by G. Anderson, second by Orred to approve the **Shingle Creek revised agenda**. \* Motion carried unanimously.

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

Motion by Wills, second by Orred to approve the **minutes of the June meeting**\* as revised:

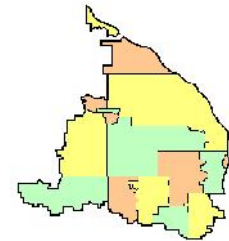
Motion by G. Anderson, second by Orred to approve the **Shingle Creek June claims**. \* Claims totaling \$61,744.07 were approved by roll call vote: ayes – Vlasin, Roach, Orred, Jaeger, G. Anderson, ~~Grant~~, Wills, Johnson, Polzin, and Sicora; nays – none.

Motion carried unanimously.

Motion by Chesney, second by Johnson to approve the **minutes of the June meeting**\* as revised:

Motion by ~~Wills~~, Chesney, second by ~~Orred~~ Jaeger to accept the **2017 Audit Report**. Motion carried unanimously.

Motion carried unanimously.



### III. Finances and Reports.

**A.** Motion by Jaeger, second by G. Anderson to approve the **Shingle Creek July Treasurer's Report.\***  
*Motion carried unanimously.*

Motion by Johnson, second by Wills to approve the **Shingle Creek July claims.\*** Claims totaling \$32,099.30 were *approved by roll call vote: ayes – Vlasin, Roach, Orred, Jaeger, G. Anderson, Grant, Johnson, and Polzin; nays – none; absent - Robbinsdale.*

**B.** Motion by Jaeger, second by Chesney to approve the **West Mississippi July Treasurer's Report.\***  
*Motion carried unanimously.*

Motion by Butcher, second by Chesney to approve the **West Mississippi July claims.\*** Claims totaling \$8,832.04 were *approved by roll call vote: ayes – Vlasin, Butcher, Chesney, Jaeger, and Johnson; nays – none.*

### IV. Open Forum.

**A.** Jaeger queried the frequent closings of the **Webber pool** due to failed water quality tests. Spector explained the pool's natural filtration system. [In a July 17, 2018 *StarTribune* article, a Minneapolis Park Board official indicated that ducks appear to be to blame for the water problems in the pool.]

**B.** Orred reported that someone has been laying **traps with poison** along Shingle Creek.

### V. Project Reviews.

**A. WM2018-002: Coon Rapids Dam Park Improvements, Brooklyn Park.\*** Reconstruction of parking lot, walkway, trail and driveway in the West Coon Rapids Dam Regional Park. The proposed project will also include a bioretention basin, porous pavement and soil corrections with a pollinator garden. The parcel is 57.2 acres, but the area of disturbance is 9 acres. Following construction, the 9-acre site will be 45% impervious with 4.05 acres of impervious surface. This is reduced from 4.4 acres of impervious surface (49% impervious) pre-construction. A complete project review application was received on June 11, 2018.

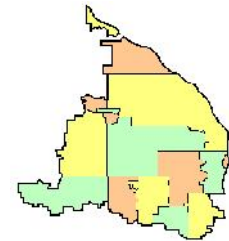
To comply with the Commission's water quality treatment requirement, the site must provide ponding designed to NURP standards with dead storage volume equal to or greater than the volume of runoff from a 2.5" storm event, or BMPs providing a similar level of treatment - 80-85% TSS removal and 50-60% TP removal. Infiltrating 1.3-inches of runoff, for example, is considered sufficient to provide a similar level of treatment. If a sump is used the MnDOT Road Sand particle size distribution is acceptable for 80% capture.

The project reduces impervious surface area and includes several BMPs that provide water quality benefit, such as a bioretention basin, porous pavement, vegetated trail buffer and a pollinator garden. According to the MIDS Calculator, annual TP and TSS load are reduced by 99%. The applicant meets Commission water quality treatment requirements.

Commission rules require that site runoff be limited to predevelopment rates for the 2-, 10-, and 100-year storm events. Due to the reduction in impervious surface, as well as the proposed bioretention basin, porous pavement, vegetated trail buffer and pollinator garden, runoff rates will be reduced from existing conditions. The applicant meets the Commission's rate control requirements.

Commission rules also require the site to infiltrate 1.0" of runoff from new impervious area within 48 hours. Due to the reduction in impervious surface, the applicant meets Commission volume control requirements.

A wetland delineation identifies one wetland within the project boundaries. The Commission is the LGU for WCA administration and has approved this delineation. Stormwater from the parking lot will be



discharged to this wetland, but no impacts are anticipated and the applicant meets Commission wetland requirements.

There are no Public Waters on this site. There is Zone AE floodway in the eastern portion of the site. A gravel trail is proposed to be reconstructed in this floodplain. However, there will be no net fill in the floodplain and no new impervious construction. A No-Rise certification was included in the application.

An erosion control plan was submitted with the project review, and includes a rock construction entrance, perimeter silt fence and sediment control logs, inlet protection, and rip rap where appropriate. The erosion control plan meets Commission requirements.

A public hearing on the project is not required as part of Planning Commission and City Council review of this project. However, numerous public meetings have been conducted to meet the Federal Aid standard for the park master planning process. The applicant meets Commission public notice requirements.

Motion by Chesney, second by Jaeger to advise the City of Brooklyn Park that Project Review WM2018-002 is approved with no conditions. *Motion carried unanimously.*

**B. WM2018-004: 9001 Wyoming Avenue North, Brooklyn Park.\*** Construction of additional loading docks, parking, screening fence, and an underground infiltration system with associated utilities on 24.75 acres located at 9001 Wyoming Avenue North. The site is currently occupied by an approximately 354,000 SF (8.1 acre) commercial building. Following development, the site will be 83.4% impervious, with 20.64 acres of impervious surface, an increase of 6.7 acres. A complete project review application was received July 2, 2018.

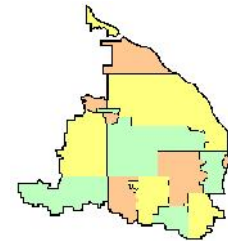
To comply with the Commission's water quality treatment requirement, the site must provide ponding designed to NURP standards with dead storage volume equal to or greater than the volume of runoff from a 2.5" storm event, or BMPs providing a similar level of treatment - 80-85% TSS removal and 50-60% TP removal. Infiltrating 1.3-inches of runoff, for example, is considered sufficient to provide a similar level of treatment. If a sump is used the MnDOT Road Sand particle size distribution is acceptable for 80% capture.

Runoff from most of the site (i.e., the proposed parking lot and proposed northern loading docks) will be routed to the proposed underground infiltration system and then to a regional pond west of the site. Runoff from the rest of the site (i.e., the proposed eastern loading docks) will be directed to a regional pond west of the site. Adequate water quality treatment is provided for the entire site by regional ponding to the west and was approved through project review WM2000-002 Unisource. The applicant meets Commission water quality treatment requirements.

Commission rules require that site runoff be limited to predevelopment rates for the 2-, 10-, and 100-year storm events. Runoff from the site is discharged to regional ponds west of the site and then to storm sewer associated with Wyoming Avenue North. Adequate rate control is provided for the entire site by regional ponding to the west and was approved through project review WM2000-002. The applicant meets Commission rate control requirements.

Commission rules require the site to infiltrate 1.0" of runoff from new impervious area within 48 hours. The new impervious area on this site is 6.7 acres, requiring infiltration of 24,285 CF within 48 hours. The applicant proposes to direct all runoff from the new parking lot and several loading docks to an underground infiltration system that has the capacity to infiltrate the required volume within 48 hours. The applicant meets Commission volume control requirements.

The NWI and HCWI together identify 2.24 acres of probable wetland on the site. The Commission is the LGU for WCA administration in Brooklyn Park. It appears that at the time of the original development of this site (circa 2000), the applicant filled in a portion of wetland on the southern end of the site and created a



mitigation wetland on an adjacent parcel. It appears from the files that the applicant never completed and submitted the required annual inspection reports to verify that the mitigation wetland was successfully established. The West Mississippi WMC WCA Administrator (Wes Boll) needs to visit the wetland and afterwards he will likely require delineation of the wetland and documentation that the terms of the Wetland Replacement Plan were met.

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

An erosion control plan was submitted with the project review, and includes a rock construction entrance, silt fence, inlet protection and dust control. The erosion control plan meets Commission requirements.

A public hearing on the project is not required as part of Planning Commission and City Council review of this project. The applicant meets Commission public notice requirements.

Motion by Jaeger, second by Chesney to advise the City of Brooklyn Park that Project Review WM2018-004 is approved with three conditions:

1. Required WCA paperwork must be submitted to the West Mississippi WMC WCA Administrator.
2. Post construction testing of underground infiltration must be conducted.
3. O&M agreement for the underground infiltration system must be acceptable to the City.

*Motion carried unanimously.*

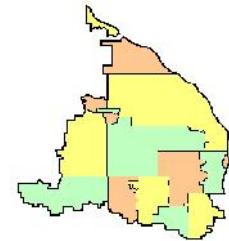
**C. SC2018-004 Park 81, Maple Grove.\*** Updates have been made to the plans for this project. Following Commission approval in March, the City of Maple Grove asked the applicant to remove the proposed stormwater pond and replace it with an outlot for future City drinking water well sites.

A regional pond to the northwest of the site allows the applicant to meet Commission rate control and water quality requirements. However, the applicant is still held to meeting Commission volume control requirements. The project area is in a designated wellhead protection zone, so infiltration is not allowed. The applicant proposes to *filtrate* the first inch of runoff from new impervious area instead. This will be achieved through a proposed filtration basin located north of the east building. This proposed filtration basin has been designed to treat the volume equal to the first inch of runoff from approximately 6.5 acres of the impervious site area. However, due to site constraints (existing buried utilities, buried construction debris, lack of pipe cover, proposed City drinking water wells), only a portion (40%) of the east site will flow to the filtration basin prior to draining to the offsite regional stormwater pond.

The Commission understands that, although this site is not technically in full compliance with the volume control rules, the applicant has done the best job possible considering the site constraints. Further, because infiltration is not allowed, the volume control requirement provides water quality benefit rather than volume benefit, and water quality requirements have already been met by the offsite regional pond. Therefore, the updates to the SC 2018-004 Park 81 site meet Commission standards.

#### **VI. Watershed Management Plan.**

Earlier this year the Commissions undertook a Minor Plan Amendment to revise the Capital Improvement Program (CIP) for 2018 to add the SRP Reduction project and to specify that the 2018 lake internal load project would be the Bass and Pomerleau Lakes Alum Treatment Project. The next step in the CIP process is to receive and discuss feasibility studies for the proposed projects and call for a public hearing on those projects that the Commissions desire to move forward. Feasibility summaries for the proposed capital projects are included in Wenck's July 3, 2018 memo.\*



**A. Shingle Creek Projects.**

**1. Commission Fund for Retrofit Cost Share (City Projects).** This annual project provides cost sharing to retrofit smaller BMPs. The TAC developed policies and procedures to administer these funds, and makes recommendations to the Commissions 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. Potential cost-share projects for 2019 will be solicited in November-December 2018.

**2. Priority BMP Retrofits (Private Partnership Projects).** The annual levy is \$50,000, and funding does not require a match. Potential cost-share projects are open year round until the funds are depleted.

**3. Becker Park Infiltration Project.** This project is the installation of approximately 72,000 square feet of underground storage in Becker Park in Crystal to treat runoff from about 147 acres of mostly untreated watershed. Crystal is the lead city on this project. An updated feasibility summary\* is included in the meeting packet.

**4. Bass/Pomerleau Lakes Alum Treatment.** This project is alum treatments applied over two years to Bass and Pomerleau Lakes in Plymouth. The Shingle Creek Commission received a Feasibility Study for this project at the time the Clean Water Fund grant application was approved in August 2017. Plymouth is the lead city on this project.

**5. SRP Reduction Project.** This is a research project to test various media in filters to be installed at the outlets of wetland 639W and the Cherokee wetland. The filters are designed to reduce Soluble Reactive Phosphorus, a dissolved form of phosphorus, from outflow from these degraded wetlands. The Commission received a Feasibility Study for this project at the time the Section 319 grant application was approved in April 2018. The Commission is the lead on this project.

Table 1. Proposed Shingle Creek 2018 capital projects.

Project	Total Est Cost	City/ Private	Grant/ Other	Commission Share	Total Levy
Cost share (city projects)	\$200,000	\$100,000	0	\$100,000	\$106,050
Partnership cost share (private projects)	\$ 100,000	\$ 50,000	0	\$50,000	\$265,125
Becker Park Infiltration Project	\$2,500,000	\$1,175,000	\$1,075,000	\$250,000	\$ 53,025
Bass/Pomerleau Alum Treatment	\$ 390,000	0	\$ 390,000	\$0	previously levied
SRP Reduction Project	\$ 124,680	0	\$ 72,170	\$ 52,510	\$ 55,700
<b>Subtotal</b>	<b>\$3,314,680</b>	<b>\$1,325,000</b>	<b>\$1,537,170</b>	<b>\$452,510</b>	
<b>5% additional for legal/admin costs</b>				<b>\$ 22,625</b>	
<b>Subtotal</b>				<b>\$475,135</b>	
<b>TOTAL LEVY (101% for uncollectable)</b>				<b>\$479,900</b>	<b>\$479,900</b>

**B. West Mississippi Projects.**

**1. Commission Fund for Retrofit Cost Share (City Projects).** Similar to Shingle Creek, this annual project provides cost sharing to retrofit smaller BMPs.

**2. Mississippi Crossings Phase B Infiltration Vault.** This project in Champlin will construct an infiltration vault to provide treatment for Mississippi River Trail and parking facilities. The area currently discharges water untreated to the Mississippi River. The City of Champlin is the lead city on this project.

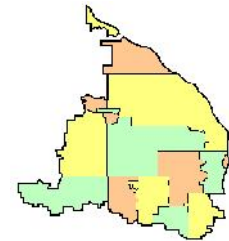


Table 2. Proposed West Mississippi 2018 capital projects.

Project	Total Est Cost	City/Private	Grant/Other	Commission Share	Total Levy
Cost share (city projects)	\$100,000	\$ 50,000	0	\$50,000	\$ 53,025
Miss Crossings Phase B Infiltration Vault	\$200,000	\$150,000	0	\$50,000	\$ 53,025
<b>Subtotal</b>	<b>\$300,000</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$100,000</b>	
<b>5% additional for legal/admin costs</b>				<b>\$ 5,000</b>	
<b>Subtotal</b>				<b>\$105,000</b>	
<b>TOTAL LEVY (101% for uncollectable)</b>				<b>\$106,050</b>	<b>\$106,050</b>

**C.** Staff recommends that the Commissions receive the feasibility and staff reports and **call for a public hearing** on the proposed projects as part of their August 9, 2018 meetings. At that time the Commissions will also certify levies to Hennepin County and authorize execution of cooperative agreements with the lead cities to contract the ordered projects.

**1.** Motion by Vlasin, second by G. Anderson to accept Staff's recommendations as regards the projects listed in Table 1. *Motion carried unanimously.*

**2.** Tuominen stated that the City of Champlin has withdrawn the Mississippi Crossings Phase B project from the list above. Motion by Jaeger, second by Chesney. Anderson to accept Staff's recommendations as regards the Cost Share Project listed in Table 2. *Motion carried unanimously.*

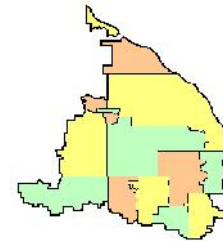
**D. Minneapolis Local Plan.\*** The City of Minneapolis has submitted its Water Resource Management Plan for Commission review and approval. The 60-day review period ends July 19, 2018. On July 2, 2018, Minneapolis extended the plan approval date to September 20, 2018, but requests comments by July 19. The Metropolitan Council, which has 45 days to review and comment on the plan, has provided the Commission with their comments; however, they were inadvertently omitted from the meeting packet and will be included in a future meeting packet.

The WRMP is quite extensive, encompassing both storm sewer and sanitary sewer system planning as well as NPDES Phase 1 permit requirements. The Plan provides a thorough inventory and an overview of the condition assessments for these systems. In general, the Plan meets most of the Commission and statutory requirements for local water management plans.

However, the Plan is lacking in specificity on actions the City will take to meet its TMDL requirements. All of Minneapolis in the Shingle Creek watershed drains to Impaired Waters. Part drains to Crystal Lake in Robbinsdale, which has a required watershed TP wasteload reduction. A smaller area drains to Ryan Lake, which was recently removed from the Impaired Waters list and is now a Protection lake, and ultimately to Shingle Creek through Ryan Creek. Most of this portion of Minneapolis drains directly to Shingle Creek, which is impaired for chloride, *E. coli*, low DO, and impaired biota. Those impairments require reductions in TP, sediment, and bacteria from the watershed; reductions in peak rate and volume of runoff; and physical improvements to the Shingle Creek channel itself.

While the Plan acknowledges the actions recommended in the TMDL Implementation Plans, there is little discussion of how they would be integrated into ongoing operations and projects, nor how those actions would be integrated with the Park Board. For example, a figure in the Plan shows upcoming street improvement projects, including a 2020 project to reconstruct Webber Parkway/44th Avenue N. There is no





discussion of how the City might use that as an opportunity to add water quality treatment and volume management in a corridor that discharges by storm sewer directly to Shingle Creek.

In addition, the Plan must include a ten year CIP, and only 5 years are provided. The Plan must add specificity to show how the City will work towards the TMDL load reductions.

It is Staff's recommendation that consideration of Minneapolis' Water Resource Management Plan be tabled for further discussion with City staff. Motion by Jaeger, second by G. Anderson to approve this recommendation. *Motion carried unanimously.*

**E. Status of Local Plan Updates.** Member cities are currently in the process of updating their ten-year Comprehensive Plans, to be completed by December 31, 2018. Part of that update includes updating their Local Water Management Plan, which must be completed and approved by that date. The Commissions review and approve Local Plans, with the Metropolitan Council taking an advisory role. The Met Council reviews and approves Comp Plans, with potentially affected local units of government taking an advisory role. The Commissions typically look through the utility and parks and recreation/natural resources sections of the Comp Plans for anything relevant to the Commissions' purview. Staff's July 3, 2018 memo\* provides an update on the status of the Commissions' review of Local and Comp Plans as of July 2, 2018. Additional updates were received from the members at the meeting.

**F.** Spector recapped the July 10 meeting of the Hennepin County Board Administrative Committee where the Commissions' proposed **Minor Plan Amendment** was heard. A number of questions were brought forth by the Commissioners, including:

1. How are the WMOs (and the County) taking climate change and changing precipitation patterns into account?
2. Are the projects being undertaken making a difference?
3. How are the Commissions addressing *flooding* issues?

Spector will draft a letter of response to the County Commissioners. It was also suggested that the Commissions consider a "dog and pony" show to inform the County Commissioners about the things the SCWM Commissions are doing. Spector will contact Karen Galles, Hennepin County Land and Water Unit Supervisor, regarding this effort. [Galles responded that a written response would not be necessary, but that the Commissions should be more communicative regarding the outcomes of their projects and successes in reaching their goals.]

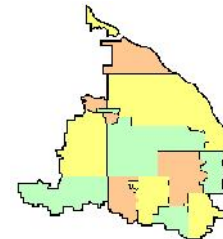
## **VII. Water Quality.**

### **VIII. Education and Public Outreach.**

**A. West Metro Water Alliance (WMWA)** has switched over its email distribution system for the **WaterLinks** e-newsletter from Hennepin County to MailChimp. If you wish to continue receiving it (or to newly subscribe), go to [westmetrowateralliance.org/contact.html](http://westmetrowateralliance.org/contact.html) and sign up. The next issue of *Water Links* will be out later this month and will feature summer and autumn-related content.

**B. Outreach Events.** Educators plan to table at the Plymouth Kids Fest on August 2. Educators are available to table at city and school events; contact Amy Juntunen at [amy@jass.biz](mailto:amy@jass.biz).

**C. Website/Social Media.** The website Google Analytics\* for June 2018 and for second quarter 2018 are included in the meeting packet, as are the Facebook insights for the last 28 days for both Shingle Creek and WMWA. A post linking to the KARE 11 story about the Bio Box on Shingle Creek got a big response. It was shared to some Minneapolis neighborhood FB pages and some others shared it as well. The posting had 131 clicks, presumably most of those clicked through to watch the video.



D. The **next WMWA meeting** is Tuesday, August 14, 2018 at Plymouth City Hall.

E. Article in Plymouth *Sun Sailor*, "**Protecting Minnesota's Waterways – one rain garden at a time.**" [https://www.hometownsource.com/sun\\_sailor/community/plymouth\\_medicinelake/protecting-minnesotas-waterways-one-rain-garden-at-a-time/article\\_43d99fc8-8452-11e8-abb2-1789f309d1c.html](https://www.hometownsource.com/sun_sailor/community/plymouth_medicinelake/protecting-minnesotas-waterways-one-rain-garden-at-a-time/article_43d99fc8-8452-11e8-abb2-1789f309d1c.html)

**IX. Grant Opportunities and Updates.**

**Watershed-based Pilot Funding.\*** Included in the meeting packet were the minutes of the pre-convene planning meetings, the final list of projects and practices to be funded by the \$1,018,000 pilot program, as well as a July 3, 2018 memo from Wenck Associates describing the next steps.

The group of eleven watershed organizations decided to form a Steering Committee to guide the development and eventual implementation of a plan related to the Countywide Chloride Programming. As part of their discussions the "Group of Eleven" agreed to dedicate 10% of the funding to this program. The remainder of the funding will be distributed to the WDs and WMOs according to a formula that takes into account land area and taxable market value. The Riley-Purgatory-Bluff Creek Watershed District has agreed to be the lead agency and fiscal agent for the Steering Committee.

Hennepin County and Riley-Purgatory have asked each watershed organization to designate a person to represent them on the Steering Committee. *Since Ben Scharenbroich, TAC member from Plymouth, has agreed to serve as the Elm Creek WMO representative, it was agreed by consensus that he represent the Shingle Creek Commission as well. Hogg volunteered to represent the West Mississippi WMO.* Commissioner and TAC members are welcome to attend these meetings.

**X. Communications.**

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

B. Discussion continued regarding the Commissions' **meeting site**. Alternative options were discussed. Staff will develop a spreadsheet of various options for future meetings.

C. Included in the packet is a flyer\* announcing **the Level 1 Winter Maintenance for Roads workshop**, September 26, 2018, Crystal Community Center. The workshop is free, but registration is required. For more information, [laura.jester@keystonewaters.com](mailto:laura.jester@keystonewaters.com).

**XI. Adjournment.** There being no further business before the Commissions, the meetings were adjourned at 2:09 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Judie A. Anderson".

Judie A. Anderson  
Recording Secretary  
JAA:tim

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