

**MINUTES**  
**Regular Meetings**  
**July 14, 2016**

(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 on Thursday, July 14, 2016, at 12:45 p.m., at the Clubhouse at Edinburgh, USA, 8700 Edinbrook Crossing, Brooklyn Park, MN.

Present for Shingle Creek were: David Mulla, Brooklyn Center; John Roach, Brooklyn Park; Janet Moore, Crystal; Karen Jaeger, Maple Grove; Andy Polzin, Plymouth; Troy Gilchrist, Kennedy & Graven; Ed Matthiesen, Wenck Associates, Inc.; and Judie Anderson, JASS. *Not represented:* Minneapolis, Osseo, New Hope, and Robbinsdale.

Present for West Mississippi were: David Mulla, Brooklyn Center; John Roach, Brooklyn Park; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; Troy Gilchrist, Kennedy & Graven; Ed Matthiesen, Wenck Associates, Inc.; and Judie Anderson, JASS. *Not represented:* Osseo.

Also present were: Dave Vlasin and Andrew Hogg, Brooklyn Center; Mitch Robinson, Brooklyn Park; Rick Lestina, Maple Grove; Shawn Markham, New Hope; Leah Gifford and Ben Scharenbroich, Plymouth; and Richard McCoy, Robbinsdale.

II. **Agendas and Minutes.**

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

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

Motion by Moore, second by Roach to approve **the minutes of the June 9, 2016 Shingle Creek regular meeting**,\* correcting John Roach's last name throughout. *Motion carried unanimously.*

Motion by Jaeger, second by Butcher to approve the **minutes of the June 9, 2016 West Mississippi regular meeting**\* with the same correction. *Motion carried unanimously.*

III. **Finances and Reports.**

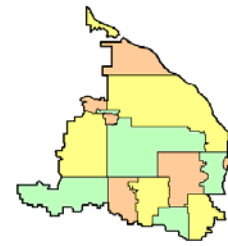
A. Motion by Moore, second by Jaeger to approve the **Shingle Creek Treasurer's Report**.\* *Motion carried unanimously.*

Motion by Jaeger, second by Moore to approve the **Shingle Creek July claims**.\* Claims totaling \$34,327.99 were *approved by roll call vote*: ayes – Mulla, Roach, Moore, Jaeger, and Polzin; nays – none; absent – Minneapolis, New Hope, Osseo, and Robbinsdale.

B. Motion by Butcher, second by Roach to approve the **West Mississippi Treasurer's Report**.\* *Motion carried unanimously.*

Motion by Roach, second by Jaeger to approve the **West Mississippi July claims**.\* Claims totaling \$8,150.54 were *approved by roll call vote*: ayes – Mulla, Roach, Butcher, and Jaeger; nays – none; absent – Osseo.

\*items are included in meeting packet



#### IV. Open Forum.

Jaeger inquired about the article about **impaired lakes** published in the July 13 edition of the *Minneapolis StarTribune*. The article stated that Minnesota Pollution Control Agency (MPCA) testing over the past two years has identified 582 new sources of pollution in 318 lakes, rivers and streams statewide. That included 304 stream segments and nine lakes that can't fully support fish and aquatic life, plus 87 bodies of water with high levels of phosphorus, which can breed algae and disrupt the oxygen levels needed for healthy plants and fish. None of the new listings are in the Shingle Creek/West Mississippi watersheds.

#### V. Project Reviews.

**A. SC2016-07 Waters Edge at Central Park 1st Addition, Maple Grove.\*** The proposed project involves grading, storm sewer and roads for the first phase construction of 42 townhomes on a 5.58-acre site. Following development, the site will be 64.1 percent impervious, an increase of 3.6 acres. A complete project review application was received on June 26, 2016.

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. If a sump is used the MnDOT Road Sand particle size distribution is acceptable for 80% capture.

This project falls within the Gravel Mining Infiltration Credit Area and all water leaving the site has been accounted for by the regional ponds under city ownership. Runoff from the site is proposed to be routed to Central Park Regional pond. 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. 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. The new impervious area on this site is 3.58 acres, requiring that 12,995 CF be infiltrated within 48 hours. The applicant proposes to use the city infiltration credit that has the capacity to infiltrate the required volume within 48 hours, which meets Commission requirements.

The NWI does not identify any wetlands on site. There are no Public Waters or floodplain on this site.

An erosion control plan was submitted with the project review, and includes rock construction entrance(s), perimeter silt fence, slope checks, and native seed specified on the pond slopes. The erosion control plan meets Commission requirements.

A public hearing on the project was held on June 18, 2016 as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

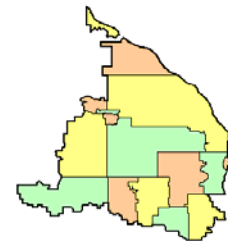
Motion by Jaeger, second by Moore to advise the City of Maple Grove that project SC2016-07 is approved with no conditions. *Motion carried unanimously.*

**B. WM2016-05 610 Zane Medical Office Building Brooklyn Park.\*** Construction of a medical office building, parking lot and infiltration basin on a vacant 4.42 acre site located at 5500 94th Avenue North. Following development, the site will be 64.8 percent impervious, an increase of 2.87 acres. A complete project review application was received on June 30, 2016.

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. If a sump is used the MnDOT Road Sand particle size distribution is acceptable for 80% capture.

Runoff from the site is proposed to be routed to an infiltration basin the southeast corner of the

\*items are included in meeting packet



parcel for surface run-off from the parking lot through 2 2-foot wide curb cuts adjacent to the infiltration basin and from a 12-inch HDPE drainpipe for roof runoff. Both of the inflow points have micropools to capture sediment and are designed correctly. The applicant meets Commission water quality treatment requirements. Commission rules also require that site runoff be limited to predevelopment rates for the 2-, 10-, and 100-year storm events. The applicant meets the Commission's 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 2.86 acres, requiring that 10,377.6 CF be infiltrated within 48 hours. The applicant proposes to construct a single infiltration pond that has the capacity to infiltrate the required volume within 48 hours, meeting Commission requirements.

The NWI does not identify any wetlands on site. Shingle Creek is the LGU for WCA administration in Brooklyn Park. There are no Public Waters or floodplain on this site.

An erosion control plan was submitted with the project review, and includes a rock construction entrance, perimeter silt fence, erosion control blanket, 2 rock checks within the infiltration basin and native seed specified on the pond slopes. The erosion control plan meets Commission requirements.

A public hearing on the project was held at the Brooklyn Park Planning Commission on July 13, 2016, meeting Commission public notice requirements.

Motion by Butcher, second by Jaeger to advise the City of Brooklyn Park that project WM2016-05 is approved conditioned that rock from each of the 2-foot curb cuts is extended to the bottom of the basin. *Motion carried unanimously.*

## VI. Watershed Management Plan.

During the Public Meeting conducted during the June regular meetings of the Commissions, an error was identified in Staff's June 3, 2016 memo regarding the amounts of the funding options for the Iron and Biochar-Enhanced Sand Filter projects. These numbers were corrected and a **revised memo\*** is included in this month's meeting packet.

## VII. Water Quality.

Matthiesen provided a brief update of the Biochar/Iron Sand Bacteria Filter project and answered the Commissioners' questions. The first system was a catch basin insert installed at 49th and Winnetka in New Hope.

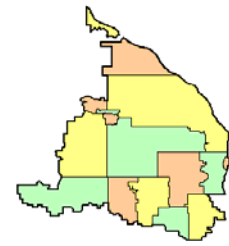
## VIII. Education .

**A.** Diane Spector's July 8, 2016 memo\* enumerates the Commission's **Facebook page** likes and **Website** traffic. She is continuing to update the site with new information and news, spending 2-3 hours per month on this task. Cities are encouraged to provide local news and updates for posting.

**B.** Shingle Creek WMO serves as the fiscal agent for the West Metro Water Alliance (WMWA). WMWA contracted with Metro Blooms/Blue Thumb to develop the **Pledge to Plant campaign**, which is now in implementation. To grow the implementation of this project, WMWA desires to contract with Dawn Pape, who does business as Lawn Chair Gardener, to provide marketing and outreach activities. Pape helped develop the Pledge to Plant project when she was with Metro Blooms. Pape's proposal\* is included in the meeting packet.

WMWA annually budgets \$6,000 for "special projects." That \$6,000 was expended earlier this year to complete the development of the project. The budget also includes funding to support the Watershed PREP educators. Because some of their work this spring was funded by a Hennepin County grant, the educators will not expend all the 2016 funds budgeted for that program. WMWA proposes to reallocate \$3,000 from the Watershed PREP program to the Pledge to Plant program to start implementation of Pape's proposal. WMWA recommends to the Shingle Creek Commission that the contract be approved in an amount not to exceed \$3,000.

\*items are included in meeting packet



Gilchrist recommended that a professional services agreement serve as a cover for the contract.

Motion by Jaeger, second by Roach to approve the professional services agreement covering the Pape proposal at an amount not to exceed \$3,000. *Motion carried unanimously.*

**C.** The Commissioners received the Pledge to Plant rack cards.\* They are available in quantities to the cities for distribution.

**D.** Invitation\* from the **US Army Corps of Engineers** to learn more about various Corps programs available to local communities and watershed organizations aboard the Motor Vessel Mississippi, the largest diesel towboat in the United States, August 5, 2016. Registration is required at <https://mvmississippistpaul.eventbrite.com> by July 29.

**E.** Notice of the **Clean Water Summit**,\* September 22, 2016, at the Minnesota Landscape Arboretum. Register at <http://www.arboretum.umn.edu/2016cleanwatersummit.aspx>.

**F.** Email\* from Polzin informing the Commissioners of the Annual Cross-Country race at Wayzata High School on August 20. Hundreds of current and past students will be running through the woods and past the **Elm Creek Stream Improvement Project** which is nearing completion. He noted that projects like this one and the **Connections project** create great public education and outreach opportunities to provide information to address the perception that woods are being destroyed for no reason. Included with his email was a copy of an editorial\* printed in the *Trojan Tribune* on January 22, 2016, entitled, "Eulogy for Our Woods," emphasizing this perception.

**G.** The next **WMWA meeting** is scheduled for August 9, 2016.

#### **IX. Grant Opportunities and Updates.**

**A.** Two artists have been selected for the **Connections project**. Contracts are being drafted and will be executed prior to releasing the artists' names. Matthiesen noted that the project may increase in scale and an adjustment may be needed to the 2018 budget.

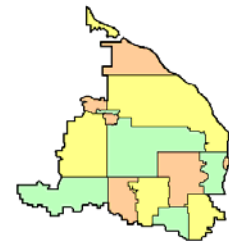
**B.** The **Minnesota Clean Water Fund grant application period** is now open. Grant applications are due August 8, 2016. Compared with 2016, the grant pool for Projects and Practices has been reduced \$285,000 to \$8,865,000, the Accelerated Implementation pool has been increased from \$2 million to \$3.5 million, and the Community Partners grant pool has been increased from \$675,000 to \$765,000. Projects and programs of likely interest to the Commission are:

1. Projects and Practices: structural and nonstructural BMPs
2. Accelerated Implementation: pre-project identification such as subwatershed assessments
3. Community Partners: pass through grants to local groups to install projects

Staff are not aware of any BMP projects the Commissions or cities may have to submit to the Projects and Practices program. As the Pledge to Plant program expands, WMWA may in the future submit a Community Partners grant application to help property owners convert turf and impervious to native plantings.

A grant application the Shingle Creek Commission could consider is an Accelerated Implementation grant to help fund the subwatershed assessment requested by the City of Minneapolis for 2017. The City has requested that the entire area of the city in Shingle Creek be assessed, the cost of which will exceed the \$20,000 budgeted for these studies annually. Without supplemental funding, the Minneapolis assessment will have to be phased over two years. If the Commission is interested in submitting a grant for this, Staff recommends preparing an application assuming the Commission's match would be the \$20,000 included in the 2017 budget, sending it out for review by the Commission and TAC, and authorizing the Chair to approve submittal of the application, which is due prior to the August meeting. Motion by Moore, second by Roach to approve submittal of this application contingent upon approval from the City of Minneapolis to go forward. *Motion carried, Roach voting nay.*

\*items are included in meeting packet



**X. Communications.**

The June **communications log\*** was included in the meeting packet. No action required.

**XI. Other Business.**

**XII. Adjournment.**

There being no further business before the Shingle Creek Commission, motion by Jaeger, second by Moore to adjourn. *Motion carried unanimously.*

There being no further business before the West Mississippi Commission, motion by Roach, second by Butcher to adjourn. *Motion carried unanimously.*

The meeting was adjourned at 2:03 p.m.

Respectfully submitted,

Handwritten signature of Judie A. Anderson.

Judie A. Anderson  
Recording Secretary  
JAA:tim

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\*items are included in meeting packet