

**MINUTES  
 Regular Meeting  
 October 12, 2017**

(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 12:47 p.m. on Thursday, October 12, 2017, 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; Wayne Sicora, Robbinsdale; Troy Gilchrist, Kennedy & Graven; Ed Matthiesen and Diane Spector, Wenck Associates, Inc.; and Judie Anderson, JASS.

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

Also present were: Andrew Hogg, Brooklyn Center; Mitch Robinson, Brooklyn Park; Todd Tuominen, Champlin; Mark Ray, Crystal; Rick Lestina, Maple Grove; Liz Stout, Minneapolis; Bob Grant, Megan Albert and Bernie Weber, New Hope; Ben Scharenbroich, Plymouth; Richard McCoy, Robbinsdale; Chris Long and Tyler Johnson, Stantec, for Project SC2017-08; and Michele Caron and Ben Lucas, Sambatek, for Project WM2017-009.

**II. Agendas and Minutes.**

Motion by Wills, second by Vlasin to approve the **Shingle Creek agenda**. \* Motion carried unanimously.

Motion by Vlasin, second by Roach to approve the **West Mississippi agenda**. \* Motion carried unanimously.

Motion by Jaeger, second by Roach to approve the **minutes of the September regular meeting and public hearing**. \* Motion carried unanimously.

Motion by Roach, second by Johnson to approve the **minutes of the September regular meeting and public hearing**. \* Motion carried unanimously.

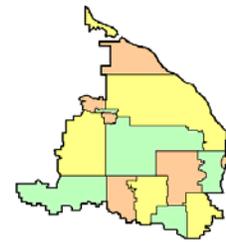
[Sicora arrived 12:48 p.m.]

**III. Finances and Reports.**

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

Motion by Johnson, second by Jaeger to approve the **Shingle Creek October claims**. \* Claims totaling \$140,201.69 were approved by roll call vote: ayes – Vlasin, Roach, Orred, Jaeger, G. Anderson, Wills, Johnson, Polzin and Sicora; nays – none.

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



Motion by Butcher, second by Jaeger to approve the **West Mississippi October claims.\*** Claims totaling \$9,232.17 were *approved by roll call vote*: ayes – Vlasin, Roach, Butcher, Jaeger, and Johnson; nays – none.

**IV. Open Forum.**

No one wished to speak to items not on the agenda.

**V. Project Reviews.**

**A. SC2017-08 New Hope City Hall.** Weber, Long, and Johnson presented an overview of this project which will come before the Commission for review. The project includes construction of a new city hall and police building and future construction at Civic Center Park for the new pool and park areas. Underground storm water storage and treatment is planned for around the city hall site which will be reviewed by the Commission in November. The future construction items at Civic Center Park will be reviewed by the Commission in the future as the overall project progresses. The presentation discussed the next step and goals, which included exploring BMP options and funding opportunities with partnership from the Commission.

**B. WM2017-009 Capstone Quadrangle Buildings A & B, Brooklyn Park.\*** Development of a vacant 12.4-acre lot on a 20.2-acre master site located at 9301 Winnetka Avenue North. The proposed site will consist of two buildings with associated parking and sidewalks, and expansion of an offsite infiltration basin. The basin is included in the master site. Following development, the site will be 82% impervious with 10.1 acres of impervious surface, an increase of 10.1 acres. A complete project review application was received on September 5, 2017.

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.

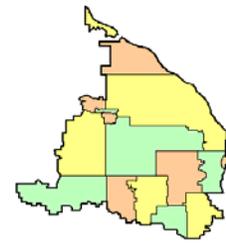
Runoff from the site is proposed to be routed through grass swales, 8 rain gardens, and 4 sump manholes with SAFL baffles before entering the east and west infiltration basins. Further water quality treatment is provided through abstraction in the two infiltration basins and swale. The applicant meets Commission water quality treatment requirements.

Commission rules require that site runoff be limited to predevelopment rates for the 2-, 10-, and 100-year 24-hour storm events. Most runoff is routed to the west infiltration basin on the western portion of the master site, and then discharged from this basin to a MnDOT basin associated with Highway 169. Some runoff, however, drains immediately off site: Drainage Areas 13S and 14S, two relatively small areas on the northern and southern edges of the site, respectively, drain offsite and into municipal storm sewer to the north and south. (Volume of runoff to the north and south is less than existing conditions and amounts to 0.321 ac-ft to the north and 0.077 ac-ft to the south during the 100-year storm.) Overflow from the east infiltration basins also drains immediately offsite to the east. (Volume of runoff to the east is greater than existing conditions, and amounts to about 1.6 ac-ft during the 100-year storm.) The applicant meets the Commission's rate control requirements for drainage to the north, south and west. Increased runoff to the east must be approved by the City of Brooklyn Park.

Commission rules require the site to infiltrate 1.0" of runoff from new impervious area within 48 hours. The new impervious area on the master site is 655,753 SF, requiring infiltration of 71,040 CF within 48 hours. The applicant proposes to route runoff to Pond 2P, which has the capacity to infiltrate the required volume within 48 hours. The applicant meets Commission volume control requirements.

The NWI does not identify any wetlands on this site. There are no Public Waters or floodplain on this site. The low floor elevations of the buildings are at least one foot higher than the high-water elevation of the infiltration basins according to the HydroCAD model. The high-water elevation of East Infiltration Basin 02 is exactly one foot lower than the low floor elevation of the buildings. The applicant meets Commission floodplain requirements.

An erosion control plan was submitted with the project review and includes a rock construction entrance, 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 conducted on September 11, 2017 as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

A draft operation and maintenance agreement has been provided to the Commission, and should be approved and signed by the City of Brooklyn Park.

Motion by Jaeger, second by Butcher to advise the City of Brooklyn Park that approval of Project Review WM201-009 is granted with two conditions:

1. The City of Brooklyn Park must agree that increased runoff to the east of the site is acceptable to municipal storm sewer.
2. The draft operation and maintenance agreement must be approved by the City of Brooklyn Park.

*Motion carried unanimously.*

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

**A. Skyway Park Cost Share Project.\*** In March 2017 the Commission approved an application from the City of Crystal for \$50,000 in Cost Share Program funds to install an underground infiltration chamber in the Skyway Neighborhood adjacent to Crystal Airport. This project did not meet the threshold for project review or require installation of BMPs to meet Commission requirements. The area is tributary to Upper Twin Lake. The City installed a large infiltration tank on the west side of Skyway Park. It will hold 13,070 CF of water (97,000 gallons) which is enough to take a 2" rain event over the 1.8 acres of impervious area that drain to this location. The entire watershed area for this tank is 4 acres. The project is now complete and the City has requested reimbursement. The total cost of this installation was \$111,701.90. Staff recommends approval of this request.

Motion by Roach, second by Jaeger to authorize reimbursement of \$50,000 in cost share funds for this project. *Motion carried unanimously.*

**B.** Spector presented a preview of Wenck's presentation at the upcoming Water Resources Conference entitled, *The Importance of TMDL Adaptive Management: Lessons from Shingle Creek.*

#### **VII. Water Quality.**

#### **VIII. Education and Outreach.\***

**A. Native Plant Sales/Pledge to Plant.** At their October 10 meeting WMWA members and partners discussed strategies to increase the number of pledges. One option is to see if one or more Watershed Stewards would be interested in taking on and potentially implementing as a project development of a community engagement plan. Engagement efforts to date have mainly used social media and websites in addition to tabling at the State Fair and a few community events.

**B. Watershed PREP.** The educators are teaching and scheduling classes. On October 11 they will be doing a 6th grade program at Jackson Middle School for four classes of approximately 35 students each. This will be the debut of the 6th grade program, which is modeled on one used by Dakota County SWCD. Following a presentation, there is a hands-on activity where students role-play and demonstrate sources of water pollution and its effects on various biologic communities.

**C. Water Links E-Newsletter.** Hennepin County has, until now, published this e-newsletter and maintained the listserv as one part of their contribution to the collaboration. (They also provide publication layout assistance and print brochures and other materials at no charge to WMWA and the Commissions). WMWA generates newsletter content and then Hennepin County staff do the newsletter setup and send it out. Their staff have become increasingly unable to do this on a timely basis and WMWA has decided to take on this activity. Due to privacy concerns, Hennepin County cannot release the mailing list of over 2,200 subscribers, so the list will have to be rebuilt. The next e-newsletter, which will be the last published by Hennepin County, will include a link for



folks to subscribe to the new e-newsletter. WMWA will use a service such as Constant Contact or MailChimp for this, and there will be an annual expense of ~\$1,500 for the subscription and staff time.

**D. Website/Social Media.** The website Google Analytics for September 2017 and January 2017 to date are included in Staff's memo, along with Facebook insights for the last 28 days for both the Shingle Creek and WMWA Facebook pages. As a reminder, Reach is the number of times a post was viewed in a Facebook feed, Engagement is an action - a click, comment, share, or reaction. There were only a few posts to the FB page, so metrics are light compared to last month.

**E.** The **next WMWA meeting** is scheduled for 8:30 a.m., Tuesday, December 5, 2017, at Plymouth City Hall. Commissioners are encouraged to attend.

**F.** A flyer promoting **Level II Smart Salting Training\*** was included in the meeting packet. The training will be held October 17, 2017, at Plymouth City Hall, is intended for lead winter maintenance staff, and is provided at no charge. For more information and to register: [www.minnehahacreek.org/level2salt2017](http://www.minnehahacreek.org/level2salt2017).

#### **IX. Grant Opportunities.**

**A.** With the closing of the **DO Aeration Project**, the MPCA has requested that the Commission return unspent grant funds. The Commission had contracted with Forecast Public Art to manage the artist selection process, and to administer the contracts with the artists. The Commission had deposited funds with Forecast to reimburse their administrative expenses in accordance with the contract and to pay the artists in installments for their work. Those deposited funds were a combination of grant funds and Commission levy funds.

Forecast provided an accounting of their expenses and the payments made to the artists to develop their design concepts and the total balance of unexpended funds. The bulk of the unexpended funds were to be paid to the artists to actually produce their artwork, which did not occur. Forecast has refunded \$61,202.15, of which \$34,530.73 was grant funds and \$26,671.42 was levy.

The MPCA had requested the refund as soon as possible so it could be made available for another Section 319 project. The Commission Chair administratively authorized release of the check earlier this month and now asks that the full Commission formally approve the release.

Motion by G. Anderson, second by Sicora to approve the release of unexpended funds in the amount of \$34,503.73. *Motion carried unanimously.*

**B.** Matthiesen presented preliminary data findings for the **Biochar Project**.

**C. Crystal Becker Park Infiltration Project.** Metropolitan Council has notified the Commission that the Crystal Becker Park Infiltration Project has been awarded funding from their Green Infrastructure Grant program in the amount of \$200,000. [The grant agreement was executed on October 18, 2017.]

#### **X. Communications.**

##### **A. September Communications Log.\***

An email confirming that the DNR will be receiving grants for **Shingle Creek and West Mississippi flood mapping** and contracting will be 4-6 weeks out was noted. Representatives from the DNR will be asked to present at the October 26 joint TAC meeting.

**B.** In the meeting packet was an excerpt from the *Camden Community News* on the Ryan Lake Park, "**Behind the Victory Flagpole,**" including pictures from the 1920's and 30's.

**C.** Links to a number of *Sun Post* articles about **Wetland 639W and the adjoining wildlife area** were noted:

1. <http://post.mnsun.com/2017/09/13/three-rivers-park-district-to-enter-into-partnership-with-mac-wildlife-area-to-restore-boardwalks/>



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2. <http://post.mnsun.com/2017/09/26/nature-is-just-around-the-corner-at-the-crystal-mac-wildlife-area/>
  3. <http://post.mnsun.com/2017/10/06/crystals-mac-wildlife-area-stands-apart-in-its-urban-setting/>

**XI. Adjournment.**

There being no further business before the Commissions, the meetings were adjourned at 2:08 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Judie A. Anderson".

Judie A. Anderson  
Recording Secretary

JAA:tim

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