



West Mississippi Watershed Management Commission

2011 Annual Activity Report

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West Mississippi Watershed Management Commission
by JASS

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Mississippi River Birch
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West Mississippi Watershed Management Commission 2011 Annual Activity Report

Annual Activity Report.

This annual report has been prepared by the West Mississippi Watershed Management Commission in accordance with the annual reporting requirements of Minnesota Rules Chapter 8410.0150, Subps. 2 and 3. It summarizes the activities undertaken during calendar year 2011.

The Commission.

The West Mississippi Watershed Management Commission is governed by a five-member board comprised of representatives from each member city who are appointed for terms of three years. The five member cities are Brooklyn Center, Brooklyn Park, Champlin, Maple Grove, and Osseo. Commissioners who served in 2011 are shown in *Appendix 1*.

Consultants.

The Commission has no employees. The names of the consultants currently retained by the Commission are also listed in *Appendix 1*.

Meetings.

The Commission meets monthly at 12:45 p.m. on the second Thursday at the Clubhouse at Edinburgh, USA, 8700 Edinbrook Crossing, Brooklyn Park. The meetings are open to the public. Meeting notices, agendas and approved minutes are posted on the Commission's website, www.shinglecreek.org.

Watershed Management Plan.

The Shingle Creek/West Mississippi Watershed Management Commissions' joint 2003 Second Generation Watershed Management Plan (Plan) includes a section that identifies significant watershed issues identified by the public, city staffs and Commissioners along with a brief description of the proposed actions in the Plan that address the concerns.

Significant progress has been made towards meeting the goals of the Second Generation Plan, notably:

- Coordinated and expanded monitoring activities with numerous agencies and volunteers.
- Periodically surveyed and evaluated conditions in the watershed and conducted channel and outfall monitoring
- Expanded education and outreach program.
- Approved the Shingle Creek/West Mississippi (SCWM) Water Quality Plan.
- Revised the cost share policy and adopted revised CIPs with additional capital projects.
- Conducted an opinion survey of watershed residents in collaboration with neighboring watershed management organizations as part of its education and public outreach program.
- Continued to research opportunities to apply for grant funding for various activities.

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Status of 2011 Objectives.

Following is a summary of the work undertaken by the West Mississippi Watershed Management Commission in 2011 to meet the goals, objectives, and projected work plan outlined in its *2010 Annual Report*.

1. **Complete draft of Third Generation Plan.** *The Commissions (the Shingle Creek and West Mississippi WMOs working jointly) have made significant progress in the Third Generation planning process. A draft is anticipated in mid-2012.*
 - a. Identified issues, goals, policies, and implementation actions and reviewed rules.
 - b. Obtained input from policymakers regarding issues, goals, policies, and implementation actions.
 - c. The Technical Advisory Committee (TAC) met regularly to review Rules and Standards.
 - d. The Education and Public Outreach Committee (EPOC) met to develop an education and outreach plan.

2. **Continue to Implement TMDLs.**
 - a. Participated in Mississippi River bacterial TMDL working groups. Future Shingle Creek and West Mississippi monitoring program recommendations will be based on outcomes from these meetings.
 - b. Stayed informed of implementation strategies proposed for Lake Pepin TMDL, bacterial TMDL, etc. Participated in stakeholder groups as appropriate.

3. **Complete the Wetland Management Plan.** *Work is continuing on the Shingle Creek/West Mississippi Wetland Management Plan, which will be incorporated into the Third Generation Watershed Management Plan.* Phase I of the Plan, completed and transmitted to the member cities in 2009, included a review of existing city wetland assessment data and completion of a Minnesota Routine Assessment Method (MnRAM) assessment on seven wetlands in the watersheds. Phase II included establishment of a watershed-wide database and evaluation of data from the cities of Maple Grove and Plymouth.
 - a. In 2011 the Commissions received and continued to summarize City priority wetlands functions and values assessments.
 - b. In 2012 the Technical Advisory Committee will review and recommend a Wetland Management Plan for incorporation into the Third Generation Plan.

4. **Partner with other organizations to increase reach and cost effectiveness.**
 - a. Participated in the West Metro Water Alliance (WMWA) joint education and outreach group. Developed a series of workshops targeted to elected officials, advisory commission members and city staff. Topics were stormwater volume management to reduce runoff, nutrient management to improve water quality, and integrating TMDLs into city planning and management.
 - b. Implemented 2011 objectives of the Education and Public Outreach Committee (EPOC).
 - c. Participated in the Great Shingle Creek Watershed Cleanup with nine participating member cities.
 - d. Awarded Water Quality Education Grants to Patrick Henry High School, the Meadow Lake Watershed Association, the City of Plymouth/Schmidt Lake Raingarden Project, and Meadow Lake Elementary School.
 - e. Exhibited at the Plymouth Yard and Garden Expo and the Caterpillar Green Fair, where information to improve water quality was distributed.

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- f. Approved Commission's membership in Blue Thumb, an educational program of the Rice Creek Watershed District.
 - g. Partnered with the Bassett Creek, Elm Creek and Shingle Creek WMOs to sponsor rain garden workshops for residents in Champlin, Crystal, Golden Valley, New Hope, and Plymouth.
5. **Continue ongoing administration and programming.**
- a. Continued to monitor outfalls and Mattson Brook.
 - b. Continued to sponsor Hennepin County's River Watch program and encouraged participation by students in schools located within the watershed. *The students who had been monitoring Mattson Brook did not participate in 2011.*
 - c. Continued to sponsor Hennepin County's Wetland Health Evaluation Program (WHEP). Two wetlands in the watershed were monitored for biotic and vegetative health in 2011.
 - d. Continued development of the P8 model. *The P-8 model continues under construction as cities submit subwatershed, pond and other structure data. The modeling is expected to be completed in 2012 as part of the Third Generation Plan.*
 - e. Continued to review projects within the watershed in accordance with the management standards and policies of the Commission. *A list of the development/redevelopment projects reviewed in 2011, along with a map of their locations, is found in Appendix 2. No variances to the Commission's standards and policies were granted in 2011.*
 - f. Continued to serve as the local government unit (LGU) for administering the Minnesota Wetland Conservation Act (WCA) unless member cities have elected to serve in that capacity. *The West Mississippi Commission currently serves as the local governmental unit (LGU) for the cities of Brooklyn Center, Brooklyn Park, and Osseo.*
 - g. Prepared the 2010 SCWM Annual Water Quality Report. *The report provides stream, lake, wetland and biological monitoring results for the past year. It was accepted at the Commission's May 12, 2011 meeting and forwarded to the Board of Water Resources as an appendix to the Commission's 2010 Annual Activity Report.*
 - h. Adopted a 2012 Operating Budget. *At its June 9, 2011 meeting the Commission adopted a 2012 operating budget totaling \$160,100. Of that amount, \$87,100 was allocated for general operations, \$8,000 for monitoring and information gathering, \$26,000 for education and public outreach, \$29,000 for management plans, \$5,000 for projects and programs, and \$5,000 for capital improvement projects. Revenue was anticipated from five sources - \$128,000 from member assessments, \$3,000 from project reviews, \$29,000 from reserves for Management Plans and BMP Assessments, and the remaining \$100 from interest income. The 2012 budget is attached as Appendix 3.*
 - i. Formed a Budget and Financial Policy Subcommittee.
 - j. Continued education and outreach programming, including the EPOC, WMWA, WaterShed Partners, BlueThumb, and the Patrick Henry HS program.
 - k. Invited guest speakers to make lunchtime water resources presentations. *Speakers included Brad Wozney, Board Conservationist with the Board of Water and Soil Resources (BWSR), and Andy Schilling, landscape restoration specialist for MCD.*

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- l. Conducted an annual review of the NPDES Phase II education and outreach program and submitted a report to the participating MS4s. *The 2011 NPDES Phase II Education and Public Outreach Program Annual Report was distributed to the member communities on January 9, 2012.*
- m. Toured project sites in the watershed.
- n. Actively sought grant opportunities to fund Commission projects.
- o. Prepared news articles and other media releases in accordance with MN Rules 8410.0100 §4. *Information releases were provided for education and public outreach activities as well as TMDL-related stakeholder meetings and Management Plan Amendments/CIPs. Information was also posted to Commission and other appropriate websites. (Appendix 4)*
- p. Continually updated the Commission's website.
- q. Published an Annual Activity Report summarizing the Commission's yearly activities and financial reporting. *The 2010 Annual Activity Report was approved by the Commission at their April 14, 2011 meeting.*

Permits and Variances.

The West Mississippi Watershed Management Commission does not have a permit program.

Monitoring Data.

For 2011 the Commission approved a second year of water quality and flow monitoring at three sites in the West Mississippi watershed. This information will help the Commission evaluate the impact that development rules and standards have had on protecting water quality, help to calibrate the P8 model currently being built, provide another water quality baseline should future outfall or watershed monitoring be required as part of Mississippi River or Lake Pepin TMDLs, and help to better define the watershed's hydrologic budget. Should load reductions to the Mississippi River be imposed on MS4s in the future, it will be important to be able to document just how much flow and load is actually discharged to the River.

No sites were monitored in the West Mississippi watershed through Hennepin County's River Watch program in 2011 due to a lack of a volunteer group for Mattson Brook. The Commission will participate in River Watch again in 2012.

Two sites were monitored as part of Hennepin County's Wetland Health Evaluation Program (WHEP). One was located in Brooklyn Park – across the street from the Coon Rapids Dam on Russell Avenue within the Brooklyn Park Environmental Area. The second was in Champlin in a large pond/wetland located east of TH169 between 109th and 114th Avenues. The *2011 Hennepin Field Season Summary of the Minnesota Wetland Health Evaluation Program* will be available in the summer of 2012 by contacting mary.karius@co.hennepin.mn.us.

The Commission's annual *Water Quality Monitoring Report* provides more detail on the Commission's monitoring activities. The 2011 joint report and the 2011 West Mississippi Water Quality Monitoring Report were approved at the Commission's April 12, 2012 meeting and are available on the Commission's website.

Status of Local Plan Adoption and Implementation.

Following adoption of the Second Generation Plan, member cities were required to adopt or amend their local water management plans to be in conformance with the Commissions' plan. The status of local plan

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development at December 31, 2011 is shown below.

<u>Member City</u>	<u>Status</u>
Brooklyn Center	Approved 2006
Brooklyn Park	Approved 2009
Champlin	Approved 2009
Maple Grove	Approved 2009
Osseo	Approved 2008

Consultant Services Selection.

The required biennial solicitation for interest proposals for administrative, legal, technical and wetland consulting services was published in the January 3, 2011 edition of the *State Register*. The Commission's current consultants are listed in *Appendix 1*.

Fund Balances.

The Commission's Joint Powers Agreement provides that each member city contributes toward the annual operating budget based 50% on the area located within the watershed boundary and 50% on the tax capacity of all property within the watershed. The 2011 cost allocations to the members are shown as part of the Operating Budget found in *Appendix 5*.

Of the \$432,600 operating budget approved by the Commission for 2011, income of \$3,000 was projected as proceeds from application fees and \$1,000 as interest income, resulting in assessments to members totaling \$128,000. In addition, \$50,600 was taken from reserves for special water monitoring and development of the Third Generation Plan and \$250,000 was anticipated ad valorem revenue for a capital improvement project at the Champlin Mill Pond. (The project was eventually delayed.).

The West Mississippi Watershed Management Commission maintains a checking account at US Bank for current expenses and rolls uncommitted monies to its account in the 4M Fund, the Minnesota Municipal Money Market Fund. Amounts paid by the Commission per the 2011 Audit (*Appendix 6*) are as follows:

General engineering	\$ 39,554
General administration	\$ 46,864
Education	\$ 30,430
Programs	\$ 29,660
Projects and Management Plans	<u>\$ 10,574</u>
Total	\$157,082

The 2011 Audit can be viewed on the Commission's website.

General engineering work includes review of local plans, review of development/redevelopment projects, tracking grant opportunities, attendance at meetings and other technical services.

General administration includes support to technical staff, attendance at meetings, insurance premiums, annual audit, legal counsel, and other non-engineering services.

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Wetland Banking.

The West Mississippi Commission does not have a wetland banking program.

2012 Work Plan.

The Commission has identified the following activities in 2012:

1. Complete the draft of the Third Generation Plan and initiate the public review process.
 - a. Complete draft of Plan, including an Implementation Plan and proposed CIP.
 - b. Obtain public input through individual city Citizen Advisory Committees and through general public review.
 - c. Review the Plan with member cities, obtain 60-day review comments, and conduct a public hearing on the Plan.
 - d. Submit the final draft Plan to BWSR for review and approval.

2. Continue to stay abreast of regional TMDLs.
 - a. Participate in Mississippi River Bacterial TMDL working groups.
 - b. Stay abreast of implementation strategies proposed for Lake Pepin TMDL, Bacterial TMDL, etc.

3. Partner with other organizations to increase reach and cost effectiveness
 - a. Participate in the West Metro Water Alliance joint education and outreach group
 - b. Continue to partner with the USGS to evaluate groundwater recharge in the watershed.
 - c. Work with the City of Champlin as a case study in evaluating effectiveness of retrofitting BMPs.

4. Continue ongoing administration and programming.
 - a. Conduct volunteer stream monitoring through RiverWatch and wetland monitoring through WHEP (Hennepin County).
 - b. Complete reviews of development and redevelopment projects as necessary.
 - c. Prepare an annual water quality report.
 - d. Review feasibility studies for 2012 proposed capital projects, hold public hearings, and order projects.
 - e. Prepare a 2013 annual budget.
 - f. Continue education and outreach programming, including the EPOC, WMWA, WaterShed Partners, BlueThumb, and the Patrick Henry HS program.
 - g. Invite three guest speakers to make lunchtime water resources presentations.
 - h. Tour project sites in the watershed.

APPENDICES

