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January 7, 2021

Commissioners
 Shingle Creek and West Mississippi
 Watershed Management Commissions
 Hennepin County, Minnesota

The agenda and meeting packet are available to all interested parties on the Commission's web site. The direct path is
<http://www.shinglecreek.org/minutes--meeting-packets.html>

Dear Commissioners:

Regular meetings of the Shingle Creek and West Mississippi Watershed Management Commissions will be held **Thursday, January 14, 2021, at 12:45 p.m.** **This will be a virtual meeting.**

Until further notice, all meetings will be held online to reduce the spread of COVID-19. **To join a meeting**, click <https://us02web.zoom.us/j/834887565?pwd=N3MvZThacmNRVDFrOWM3cU1KRU5qQT09>, which takes you directly to the meeting.

OR, go to www.zoom.us and click **Join A Meeting**. The meeting ID is **834-887-565**. The passcode for this meeting is **water**.

If your computer is not equipped with audio capability, you need to dial into one of these numbers:

+1 929 205 6099 US (New York)	+1 312 626 6799 US (Chicago)	+1 669 900 6833 US (San Jose)
+1 346 248 7799 US (Houston)	+1 253 215 8782 US	+1 301 715 8592 US

Meetings remain open to the public via the instructions above.

Please email me at judie@jass.biz to confirm whether you or your Alternate will be attending the regular meeting. Thank you.

Regards,

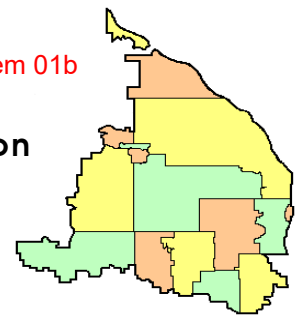
Judie A. Anderson
 Administrator

cc:	Alternate Commissioners	Member Cites	Troy Gilchrist	TAC Members
	Metropolitan Council	Wenck/Stantec		

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item 01b



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A combined regular meeting of the Shingle Creek (SC) and West Mississippi (WM) Watershed Management Commissions will be convened Thursday, January 14, 2021, at 12:45 p.m. Agenda items are available at <http://www.shinglecreek.org/minutes--meeting-packets.html>. *Black typeface denotes SCWM items, blue denotes SC items, green denotes WM items.*

To join the meeting, click <https://zoom.us/j/834887565> or go to www.zoom.us and click Join A Meeting. The meeting ID is **834-887-565**. The passcode for this meeting is **water**.

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1. Call to Order.
 - SCWM a. Roll Call.
 - ✓ SCWM b. Approve Agenda.*
 - ✓ SCWM c. Approve Minutes of Last Meeting.*
2. Reports.
 - ✓ SC a. Treasurer's Report and Claims** - voice vote.
 - ✓ WM b. Treasurer's Report and Claims** - voice vote.
3. Open forum.
 - SC a. Presentation by Stephen Mastey, Crescent Cove Partnership Cost Share project.
4. Project Reviews.
 - ✓ SC a. SC2020-013 Wild Wings Western Wetland Improvement Project, Plymouth.*
5. Watershed Management Plan.
 - ✓ SC a. Draft 2021 Work Plan.*
 - ✓ WM b. Draft 2021 Work Plan.*
 - ✓ SCWM c. Consider responses to solicitation of Interest Proposals.*
 - ✓ SCWM d. Annual Appointments.
 - 1) Official newspaper, Osseo-Maple Grove Press
 - 2) Official depositories, US Bank, the 4M Fund
 - 3) Deputy Treasurer, Judie Anderson
 - 4) Auditor, Johnson & Company, Ltd.
 - ✓ SCWM e. Name Nominating Committee. Election of officers will take place at the February meeting.

Currently:	Chair:	Andy Polzin	Gerry Butcher
	Vice Chair:	Wayne Sicora	David Vlasin
	Secretary:	Karen Jaeger	Karen Jaeger
	Treasurer:	Harold Johnson*	Karen Jaeger

*Johnson is no longer a SC Commissioner
6. Water Quality.
7. Grant Opportunities.
8. Education and Public Outreach.
 - SCWM a. WMWA Update.**
 - SCWM b. Next WMWA meeting – 8:30 a.m., Tuesday, February 9, 2021. *Virtual meeting at*
<https://us02web.zoom.us/j/922390839?pwd=RU95T2ttL3FzQmxHcU9jcFhDdng1QT09>
 Meeting ID: 922 390 839 | Passcode: water | or by phone: +1 301 715 8592.
- SCWM 9. Staff Report.*
10. Communications.
 - SCWM a. Communications Log.*
 - SCWM b. Request for statements of economic interest.*
11. Other Business.
12. Adjournment.

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* In meeting packet or emailed ** Supplemental email / Available at meeting

Previously transmitted * Available on website ✓ Item requires action



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REGULAR MEETING MINUTES

December 10, 2020

(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 virtual meeting of the Shingle Creek Watershed Management Commission and the West Mississippi Watershed Management Commission was called to order by West Mississippi Chairman Gerry Butcher at 12:46 p.m. on Thursday, December 10, 2020.

Present for Shingle Creek were: David Vlasin, Brooklyn Center; Adam Quinn, Brooklyn Park; Burton Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Ray Schoch, Minneapolis; Bill Wills, New Hope; John Roach, Osseo; Leah Gifford, Plymouth; Wayne Sicora, Robbinsdale; Ed Matthiesen, Diane Spector, and Katie Kemmitt, Wenck Associates, Inc.; Troy Gilchrist, Kennedy & Graven; and Judie Anderson and Amy Juntunen, JASS.

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

Also present were: Andrew Hogg, Brooklyn Center; Mitch Robinson, Brooklyn Park; Todd Tuominen, Champlin; Mark Ray, Crystal; Derek Asche, Maple Grove; Liz Stout, Minneapolis; Bob Grant and Megan Hedstrom, New Hope; Ben Scharenbroich and Amy Riegel, Plymouth; Richard McCoy and Marta Roser, Robbinsdale; Erick Megow, Wenck Associates; and Professor John Chapman, University of Minnesota.

II. Agendas and Minutes.

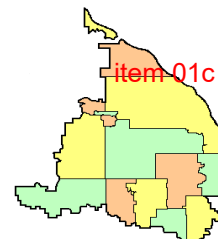
Motion by Schoch, second by Roach to approve the **Shingle Creek agenda**.* *Motion carried unanimously.*

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

[Sicora arrived 12:48 p.m.]

Motion by Schoch, second by Sicora to approve the **minutes of the November 12, 2020 regular meeting**.* *Motion carried unanimously.*

Motion by Roach, second by Butcher to approve the **minutes of the November 12, 2020 regular meeting**.* *Motion carried unanimously.*



III. Finances and Reports.

A. Motion by Jaeger, second by Schoch to approve the Shingle Creek **December Treasurer's Report* and claims** totaling \$165,591.20. Voting aye: Vlasin, Quinn, Orred, Jaeger, Schoch, Wills, Roach, Gifford, and Sicora; voting nay – none.

B. Motion by Jaeger, second by Butcher to approve the **West Mississippi November Treasurer's Report* and claims** totaling \$17,715.57. Voting aye: Vlasin, Prasch, Butcher, Jaeger, and Roach; voting nay – none.

Motion by Jaeger, second by Roach to approve the Mississippi Watershed Management Organization invoice for the 65th Avenue monitoring in the amount of \$10,996.76. This invoice was included in the claims. *Motion carried unanimously.*

[Johnson arrived 12:50 p.m.]

IV. Open Forum.

A. **Professor John Chapman** presented, "What can we learn from urban stormwater manhole sumps?" Using inspection and clean-out records for 150 structures in the Twin Cities and 19 structures in St. Cloud from 2009 to 2019, his team was able to determine that inspection and clean-out twice/year allowed for a greater chance of full sediment capture. When modeling, a PSD coarser than NURP50 may be needed to represent an urban site. A sediment concentration of 400 mg/l may also better represent urban sites.

Chapman is an Assistant Research Professor for the University of Minnesota Department of Bioproducts and Biosystems Engineering and also serves as the Director of the Erosion and Stormwater Management Certification Program. He holds a Ph.D. in Civil Engineering and is a registered engineer in Minnesota and Colorado. He also conducts workshops for engineers, contractors and other professionals on stormwater management technology and regulations. His presentation will be uploaded to the Commissions' website at http://www.shinglecreek.org/uploads/5/7/7/6/57762663/12-20-s_mtg_pkt_scwm.pdf.

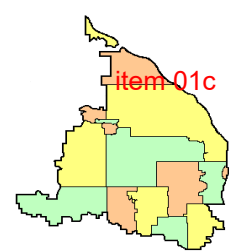
B. Matthiesen announced that **Wenck Associates has been purchased by Stantec**, effective January 1, 2021. No changes in the role of Wenck as the Commissions' technical advisor are anticipated.

V. Project Reviews.

A. **SC2020-010 Hartkopf Park, Brooklyn Park.*** The proposed project is park improvements including parking lot replacement, the addition of prefabricated restrooms, a large, multi-purpose grass field area, and new trails on a 25.3-acre city park parcel located at 7300 Florida Avenue North. 8.7 acres will be disturbed. There is no increase in impervious surface proposed. A complete project review application was received on November 20, 2020.

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 - 85% TSS removal and 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 the parking lot is routed to two catch basins that will be outfitted with 4-foot sumps to treat runoff before it is discharged to the city storm sewer. A filtration basin on the east side of the new basketball courts will filter runoff from the courts before it is discharged to city storm sewer. A shallow infiltration basin on the east side of the park will infiltrate runoff from the sports field and existing trail. It will be outfitted with an overflow structure that flows to city storm sewer during the 10 and 100-



year events. Grassed areas adjacent to paved trails provide additional infiltration and water quality treatment. The grassed trail areas, infiltration basin, and filtration basin have the capacity to infiltrate 1.3 inches of runoff from the impervious area within the disturbed project area. 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 storm events. Runoff from the site is routed to a filtration basin, infiltration basin, and to vegetated buffers to reduce peak runoff. The applicant meets Commission rate control requirements.

Commission rules require the site to infiltrate 1.0 inch of runoff from new impervious area within 48 hours, but the applicant proposes to infiltrate 1.3 inches of runoff to meet the water quality requirements. The new and reconstructed impervious area on this site is 1.19 acres, requiring infiltration of 5,601 CF within 48 hours. The applicant proposes that the filtration basin, infiltration basin, and grassed trail areas have the capacity to infiltrate 6,505 CF within 48 hours. The applicant meets Commission volume control requirements.

The erosion control plan includes rock construction entrances, perimeter fabric fence and bioroll, silt fence surrounding infiltration and filtration basins, inlet protection, and native seed specified in the filtration basin. 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 applicant meets Commission floodplain requirements.

The eastern side of the site is located in a Drinking Water Management Area (DWSMA) but is outside of the Emergency Response Area. The applicant proposes to infiltrate runoff through a vegetated filtration basin and a vegetated infiltration basin containing 18 inches of MNDOT biofiltration soil and seed and 6 inches of drainage. The applicant meets Commission drinking water protection requirements.

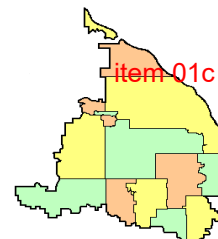
Door knocking, in-person public engagement events, and surveys were conducted between January and February 2020 for the project. Mailers were sent out to the park's surrounding neighborhoods. The applicant meets Commission public notice requirements.

An Operations & Maintenance (O&M) agreement for stormwater BMP maintenance is not needed since the project is owned by the City.

A project review fee of \$2,200 is being sent to the Commission by the City.

Motion by Schoch, second by Roach to advise the City of Brooklyn Park that project SC2020-10 is approved conditioned that the applicant can demonstrate by double ring infiltrometer or witness test that the filtration and infiltration basins can meet the design infiltration rate of 0.80 inches/hour. *Motion carried unanimously.*

B. SC2020-011 Lakeland Park, Brooklyn Park.* Park improvements including parking lot mill and overlay, replacement of a concrete picnic pad, two new basketball courts, a new paved trail loop, and regrading to create a new grass field area. The site is 10.03 acres. The project, located at 6901 66th Avenue North, will disturb 7 acres and result in a 0.48-acre increase to the impervious area. A complete project application was received on November 20, 2020.



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 - 85% TSS removal and 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 the site is proposed to be routed to a 1-foot deep infiltration ditch surrounding the newly constructed multi-use fields and an infiltration basin north of the building and existing playground outfitted with an overflow structure that flows to city storm sewer during 2-, 10-, and 100-year events. Parking lot runoff drains directly to city storm sewer. Grassed areas adjacent to the new trails provide additional infiltration. The grassed trail areas, infiltration basin, and infiltration ditch have the capacity to infiltrate 1.3 inches of runoff from the impervious area within the disturbed project area. 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 storm events. Runoff from the site is infiltrated on site by an infiltration basin, infiltration ditch, and vegetated buffers. Site runoff for the 2-year event exceeds the pre-existing rate due to the additional impervious area that drains to the existing parking lot. The applicant meets Commission rate control requirements.

Commission rules require the site to infiltrate 1.0 inch of runoff from new impervious area within 48 hours, but the applicant proposes to infiltrate 1.3 inches of runoff to meet the water quality requirements. The new impervious area on this site is 1.52 acres, requiring infiltration of 7,170 CF within 48 hours. The applicant proposes an infiltration ditch and basin that have the capacity to infiltrate 7,170 CF within 48 hours. The infiltration ditch is outside of the paved trail and should not have compaction due to foot traffic. The applicant meets Commission volume control requirements.

The erosion control plan includes rock construction entrances, perimeter silt fence and bioroll, silt fence surrounding the infiltration pond and bordering the infiltration basin, and inlet protection. The erosion control plan meets Commission requirements.

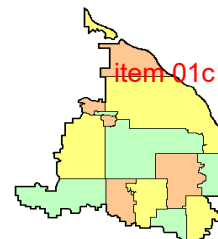
The National Wetlands Inventory identified an emergent wetland on site; however, a field wetland delineation determined that there are no wetlands on-site. The applicant meets Commission wetland requirements. There are no Public Waters on this site. The applicant meets Commission Public Waters requirements. There is no FEMA-regulated floodplain on this site. The applicant meets Commission floodplain requirements. The site is not located in a Drinking Water Management Area (DWSMA). The applicant meets Commission drinking water protection requirements.

Door knocking, in-person public engagement events, and surveys were conducted between January-February 2020 for the project. Mailers were sent out to the park's surrounding neighborhoods. The applicant meets Commission public notice requirements.

An Operations & Maintenance (O&M) agreement for stormwater BMP maintenance is not needed because the project is owned by the City.

A project review fee of \$2,200 is being sent to the Commission by the City.

Motion by Schoch, second by Jaeger to advise the City of Brooklyn Park that project SC2020-11 is approved conditioned that the applicant can demonstrate by double ring infiltrometer or witness test that the infiltration basin can meet the design infiltration rate of 0.45 inches/hour. *Motion carried unanimously.*



In response to a concern expressed by Commissioner Gifford, following the meeting Matthiesen determined that the infiltration ditch is outside of the trail and there should be little to no foot traffic through it.

C. SC2020-012 Norwood Park, Brooklyn Park.* Park improvements including a new park building, reconstructed parking lot, a new basketball court, a small concrete pad, and new trails on a 32-acre city park parcel located at 8100 Newton Avenue North. 8.3 acres will be disturbed. There will be no net increase in impervious area. A complete project application was received on November 20, 2020.

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 - 85% TSS removal and 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 the north side of the parking lot is routed to a catch basin that will be outfitted with 4-foot sump to treat runoff before it is discharged to the City storm sewer. The south portion of the parking lot, a portion of the building roof, and the existing pickleball courts drain to a proposed infiltration basin that overflows to City storm sewer during the 10- and 100-year events. Vegetated areas adjacent to the newly constructed trails will provide further infiltration. The grassed trail areas, and infiltration basin have the capacity to infiltrate 1.3 inches of runoff from the impervious area within the disturbed project area. 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 storm events. Runoff from the site is infiltrated on site by an infiltration basin and vegetated trail buffer. The applicant meets Commission rate control requirements.

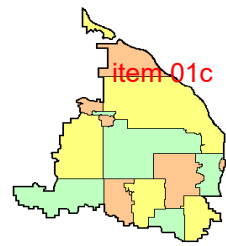
Commission rules require the site to infiltrate 1.0 inch of runoff from new impervious area within 48 hours. The applicant proposes to infiltrate 1.3 inches of runoff to meet the water quality requirements. The disturbed impervious area on this site is 1.1 acres, requiring infiltration of 5,209 CF within 48 hours. The applicant proposes an infiltration ditch and basin that have the capacity to infiltrate 5,326 CF within 48 hours. The applicant meets Commission volume control requirements.

The erosion control plan includes rock construction entrances, perimeter silt fence and bioroll, silt fence surrounding the infiltration basin, native seed in the infiltration basin, inlet protection, and turf transition mat at the trench drain inlet to the infiltration basin. The erosion control plan meets Commission requirements.

The National Wetlands Inventory identified potential wetlands on site; however, a field wetland delineation determined that there are no 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 applicant meets Commission floodplain requirements. The site is not located in a Drinking Water Management Area (DWSMA). The applicant meets Commission drinking water protection requirements.

Door knocking, in-person public engagement events, and surveys were conducted between January-February 2020 for the project. Mailers were sent out to the park's surrounding neighborhoods. The applicant meets Commission public notice requirements.

An Operations & Maintenance (O&M) agreement for stormwater BMP maintenance is not needed because the project is owned by the City.



A project review fee of \$2,200 is being sent to the Commission by the City.

Motion by Schoch, second by Gifford to advise the City of Brooklyn Park that project SC2020-12 is approved conditioned that the applicant can demonstrate by double ring infiltrometer or witness test that the infiltration ditch and the infiltration basin can meet the design infiltration rate of 0.45 inches/hour. *Motion carried unanimously.*

VI. Watershed Management Plan.

Staff's December 4, 2020 memo* provides an assessment of the progress made toward the goals of the Commissions' **2020 Work Plan**. The Third Generation Watershed Management Plan states that the Commissions will annually review progress toward Third Generation goals and that this evaluation will become part of the Annual Report.

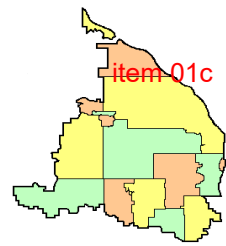
The purpose of the annual review is to determine progress towards the goals and to be sure the Commissions stay on track to reach them. The annual review is also an opportunity to discuss whether the goals and actions in the Plan still make sense or if they should be modified or enhanced, perhaps to add new priorities. Ideally, this annual review is also an opportunity to start thinking about the 2021 work plan. Some highlights of the past year include:

ROUTINE BUSINESS

- Shingle Creek completed 12 reviews of development/redevelopment projects. The Commission acted as the WCA LGU for three wetland delineation/wetland type reviews; one no or incidental loss determination; and one exemption.
- West Mississippi completed seven reviews of development/redevelopment projects. The Commission acted as the WCA LGU for one wetland delineation/wetland type review; and two no or incidental loss determinations.
- Completed routine flow and water quality monitoring on Shingle and Bass Creeks at three locations, the Environmental Preserve (WM), contracted with MWMO at the 65th Avenue outfall (WM) and partnered with the USGS to maintain the USGS Shingle Creek real-time site.
- Undertook water quality monitoring on Eagle and Pike Lakes; Bass and Pomerleau Lakes; and Crystal Lake.
- Performed aquatic vegetation surveys and sampled zooplankton and phytoplankton on Crystal, Eagle, Pike, and Meadow Lakes, and curly-leaf pondweed delineations on Bass, Pomerleau, and Upper Twin Lakes.
- Completed a carp survey on Crystal Lake and a turtle survey on Meadow Lake.
- Watershed PREP classroom lessons were on hold due to COVID.

STUDIES

- The Shingle Creek Commission continued to work with the DNR to update the Special Flood Hazard Areas in the watershed ("the HUC8 Study").
- Compiled data and completed two DO longitudinal surveys on Bass and Shingle Creeks for the Biotic and DO TMDL 5 year review.
- Worked with the City of New Hope and Meadow Lake Watershed Association to prepare and submit a Clean Water Fund grant application and to prepare a water appropriation permit to draw down Meadow Lake
- Completed work on a subwatershed assessment for that part of Minneapolis that is within the Shingle Creek watershed.



PROJECTS

- Undertook year two of the SRP Reduction Project treatment system and monitored effectiveness.
- Worked with the City of Plymouth to undertake alum treatments on Bass and Pomerleau Lakes.
- Prepared and submitted Clean Water Fund grant application for the Shingle Creek Connections II and Bass Creek stream restoration projects.
- The Shingle Creek Commission received \$110,000 Watershed-Based Implementation Funding for the Meadow Lake and Connections II projects.

Tables attached to Staff's memo show each Third Generation Plan goal, noting progress to date and expected completion. Each of the strategic actions identified for the goal areas are also shown, noting work completed in 2020 and to date, as well as expected completion as general status. For the most part the Commissions are on track to meet goals, with the following exceptions:

- Work has not yet begun on the "sustainable water budget" project. Staff have had discussions with USGS staff about this but have not yet identified a funding source for this project.
- While Lower Twin, Ryan, and Schmidt Lakes have been delisted from the draft Impaired Waters list, you have a stretch goal of achieving delisting for Bass, Eagle, Crystal, and Middle Twin Lakes. The alum treatments on Bass and Pomerleau Lakes have already significantly improved water quality in those lakes and Staff hope to achieve a similar result in Crystal Lake. However they have not accumulated data for a long enough period for the lake to be delisted prior to the expiration of the Third Generation Plan.
- The Commissions have a goal to have completed subwatershed assessments for at least 25% of that part of the watersheds that developed prior to Commission rules in 1984. West Mississippi is on track to complete this goal but only 14% of pre-1984 development Shingle Creek will have been completed when the Minneapolis Subwatershed Assessment is completed. A more achievable goal would be 15%.
- The Commissions have a goal of maintaining the functions and values of priority wetlands but have not established a process by which that would be evaluated.

Motion by Jaeger, second by Schoch to adopt the 2020 review. *Motion carried unanimously.*

Motion by Johnson, second by Butcher to adopt the 2020 review. *Motion carried unanimously.*

VII. Water Quality.

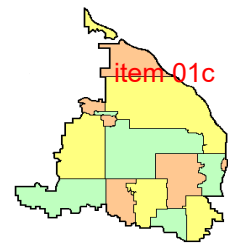
Staff presented an overview of the **2020 monitoring activities on Crystal Lake**. Tasks included bi-weekly water quality monitoring, collection of sediment cores, a spring vegetation survey, a carp population and age study, and zooplankton and phytoplankton monitoring. The purpose of the monitoring is to provide comprehensive baseline conditions prior to undertaking the 2021 alum treatment.

The sediment core data showed high potential phosphorus release from lake sediments.

Water quality (chlorophyll-a, TP, and Secchi depth) in 2020 did not meet State standards.

Little or no aquatic vegetation was found, resulting in a low Lake Floristic Quality Index (FQI). Two aquatic plant species were found during the Submerged Aquatic Vegetation (SAV) survey – curly-leaf pondweed and white water lily.

The DNR fisheries survey did not occur in 2020 due to COVID-19. Seventy-nine carp were captured in the Carp Abundance and Biomass Survey, equating to 311 lbs/acre. (The water quality impairment threshold is 89 lbs/acre.)



Preliminary data from the Otolith (fish aging) survey showed two distinct age classes – 6-9 years old and 13-16 years old.

Cyanobacteria were observed in the lake in August and dominated the summer phytoplankton community. The zooplankton community was dominated by taxa commonly seen in eutrophic lakes

Staff will continue to interpret the data collected and begin preparing for the Spring 2021 alum treatment.

VIII. Grant Opportunities.

A. Included with Staff's December 4, 2020 memo* are the final versions of the two Hennepin County Opportunity Grant applications for the SRP Channel Extension and Ryan Lake Shoreline Stabilization projects.

1. SRP Channel Extension.* This \$125,000 project would fill approximately 400 linear feet of the channel downstream of the Wetland 639W overflow weir with "cells" of iron-enhanced sand (IES). The cells are separated by a short clay berm that allows the flow to pool and filter through the IES to a drain tile at the bottom of the channel. It is estimated that this project will remove about 50 pounds of soluble reactive phosphorus (SRP) from the outflow discharging directly to Upper Twin Lake. SRP is the form of phosphorus that is most readily taken up by plants, and fuels algae blooms. The grant request is for \$75,000, with \$50,000 in match proposed from the Closed Projects Account.

2. Ryan Lake Shoreline Stabilization.* Advanced by the City of Robbinsdale, this resiliency project would target ten private properties on the lake that currently are experiencing erosion and instability due to changed precipitation patterns, and would protect them from any further damage that might occur when emergency overflow pumping from Crystal Lake occurs. This grant request is for \$50,000, matched \$50,000 from the Partnership Cost Share program. Participants will be required to agree to maintain the buffers for at least ten years.

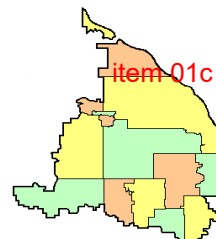
3. Also included in the meeting packet is an email* from Kris Guentzel from Hennepin County outlining the timeline for the Opportunity Grant application review process. Funding recommendations are anticipated around January 15, 2021.

B. The Commission has been informed that both the Connections II and Meadow Lake alum projects have been approved for funding with **Clean Water Grants**. Since both of these projects were also submitted for Watershed-based funding, Staff is working with Board of Water and Soil Resources (BWSR) staff to best leverage these funds or, alternatively, to substitute the Bass Creek project for WBIF funding.

IX. Education and Public Outreach.

A. The **West Metro Water Alliance (WMWA)** will meet on Tuesday, January 12, 2021. The WMWA Zoom number is <https://us02web.zoom.us/j/922390839> or call in at any of these numbers using meeting ID **922 390 839**: (1) +1 301 715 8592 US (Germantown); (2) +1 312 626 6799 US (Chicago); (3) +1 929 205 6099 US (New York); or (4) +1 253 215 8782 US (Tacoma) The passcode is **water**.

B. Watershed PREP and Education and Outreach Events.* Sharon Meister, one of the WMWA educators, has converted classroom Lesson #1 into a virtual, on-line learning experience. The lesson is posted to the WMWA website and to YouTube where it is available to educators, students, and the general public. She will also be sending out a link to the video to the teachers that she and the other educators have worked with in the classroom. The video can be viewed at westmetrowateralliance.org/.



C. Roots Display. The new tabletop native plants roots displays have been completed and been delivered to the various groups that joined in on WMWA's order. Photos of the display are included in Staff's December 10, 2020 memo.* They are much more lightweight than the old versions and much easier to transport. WMWA is creating a checkout system and the display will be available for use by any of the cities in the four watersheds and potentially other parties.

D. NPDES Education and Outreach. Several staff from the cities in the four watersheds are banding together to prepare a checklist of requirements in the newly reissued NPDES General Permit. One of the subgroups is focusing specifically on the new or expanded education and outreach requirements in the permit and where there are gaps or where there may be a benefit to developing regional resources. WMWA is updating its catalog of resources that may be applicable to the new requirements. The cities and WMWA will work together over the next few months to jointly and cooperatively meet this need.

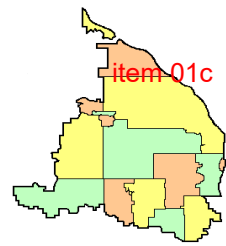
E. Website/Social Media. Website Google Analytics for the last 11 months are also included in Staff's memo. From January 1 – December 7 there were 9,233 page views, of which 7,383 were unique views. The difference between the two is this: if a user lands on the home page, then jumps to a content page, then back to the home page, that would count as three page views, but only 2 unique page views. The behavior flow chart shows the most common landing page was the home page, followed by the meeting minutes, where the notice of availability includes a direct link to the page. Other popular landing pages were the Twin Lake Carp and the Biochar Filters projects, both of which were promoted on social media. The TAC meeting page with 115 direct clicks as well as clicks on other pages are lumped together in the grouping (57 more pages). So, while the website is used mainly to access meeting and application materials, it is a good forum for sharing specific project information and gets decent traffic on other more general interest pages.

Metrics for the Facebook page are also shown. *Facebook Impressions* is the number of times a post came up in a person's feed; *reach* is the number of times a post was viewed in a feed; and *engagement* is an action – a click, comment, share, or reaction. The site gained 56 new followers in 2020. The most engaging post was a repost of a CCX news story on the upcoming Crystal Lake improvements. This post was shared to the Birdtown Club page, an interest group focused on happenings in Robbinsdale.

F. Hennepin County Chloride Initiative (HCCI). Staff's December 4, 2020 memo* provides an update on the initiative. The eleven WMOs in Hennepin County elected to set aside 10 percent of the BWSR Watershed-Based Funding from the 2018 Pilot Program, or \$101,800, specifically for joint, countywide chloride reduction initiatives. The Hennepin County Chloride Initiative is comprised of one representative designated by each WMO. Ben Scharenbroich represents Shingle Creek and Andrew Hogg represents West Mississippi. The Riley-Purgatory-Bluff Creek Watershed District serves as coordinator and fiscal agent for the Hennepin County Chloride Initiative (HCCI).

Since that time the HCCI has been primarily engaged in better understanding barriers to chloride reduction BMPs and assessing training needs. The group has been partnering with the MPCA on one of the identified training needs – outreach and training opportunities for property managers. A training workshop has been developed and an accompanying handbook has recently been made available on the MPCA's website at: <https://www.pca.state.mn.us/water/salt-applicators>. The handbook is intended to accompany the workshop, not replace it.

Attached to Staff's memo are the notes from the December 1, 2020 HCCI meeting. As noted, MPCA will be translating the manuals and training materials into Spanish and may make other languages available if there is demand. The grant funding that the MPCA and other WMO partners used



to subsidize the training cost per person has been expended, so the cost to offer a Smart Salt workshop is now \$2,000. Neither Shingle Creek nor West Mississippi has in the past partnered with the MPCA to offer local Smart Salt training. Shingle Creek did work with the MPCA and Fortin Consulting to offer workshops that preceded the development of the Salt Smart training after the Shingle Creek chloride TMDL was first approved. Most of the attendees were city staff. The West Metro Water Alliance (WMWA) may elect to offer one or more workshops in the future but has no plan to do so at this time.

Most of the HCCI grant funding is still available for implementation. One potential demonstration project that is in the initial stages of discussion is the Parkers Lake Chloride Reduction Project that is a partnership with Bassett Creek and the City of Plymouth, also shown in Staff's memo. That project would take a commercial/industrial area and search for willing partners to implement chloride reduction BMPs to see what it would take to make a measurable reduction in chloride in runoff. This is in the early stage of discussion and the city and Bassett are developing some specifics for consideration at a future meeting.

X. Staff Report.

No report this month.

XI. Communications.

November Communications Log.* No items required action.

XII. Other Business.

A. Staff announced that the **biannual solicitation of letters of interest for legal, technical, and administrative consultants** will be published in the December 14, 2020 edition of the *State Register*. Deadline for responses is January 5, 2021. Responses will be considered at the Commission's January 14, 2021 meeting.

B. The **next Technical Advisory Committee meeting** is scheduled for 10:30 a.m., Wednesday, January 20, 2021.

XIII. Adjournment. There being no further business before the Commissions, the joint meeting was adjourned at 2:44 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Judie A. Anderson'.

Judie A. Anderson,
Recording Secretary
JAA:tim

Z:\Shingle Creek\Meetings\Meetings 2020\December 12 2020 minutes.docx

1/7/2021

SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION**PROJECT REVIEW SC2020-013: Wild Wings Western Wetland Improvement Project**

Owner: City of Plymouth
Address: 3400 Plymouth Blvd
Plymouth, MN 55447

Engineer: Chris McKenzie
Company: City of Plymouth
Address: 3400 Plymouth Blvd
Plymouth, MN 55447

Phone: 763-509-5513
Email: cmckenzie@plymouthmn.gov

Purpose: Recreation of a wetland channel and installation of an emergency overflow structure to protect against flooding on 0.9 acres.

Location: 5220 Yorktown Lane N, Plymouth, MN 55442 (Figure 1).

Exhibits:

1. Project review application, undated, received 12/4/2020. Project review fee of \$1,100 was sent to the Commission directly, received 12/17/2020.
2. Site plan (Figure 2), preliminary plat, grading, utility, erosion control, and landscaping plans dated 12/3/2020, received 12/4/2020.

Findings:

1. The proposed project is the alteration of a natural wetland by reconstructing a channel and installing an emergency overflow structure. The project proposes to excavate a depth of about 4 feet of sediment along the channel. 3,040 cubic yards of material are proposed to be excavated. The site is 0.9 acres. There are no proposed changes to the impervious area on site.
2. The complete project application was received on 12/4/2020. To comply with the 60-day review requirement, the Commission must approve or deny this project no later than the 1/14/2021 meeting. Sixty calendar-days expires on 2/2/2021.
3. The erosion control plan includes a rock construction entrance, inlet protection, floating silt curtain at the wetland outlet, and erosion control blanket on side slopes. The erosion control plan meets Commission requirements.
4. The wetland on site is a DNR Public Water so there is no WCA jurisdiction. A permit for installation of rip-rap and removal of wetland soils is being handled by the DNR and comments are being received until February 4th, 2021.
5. There is no FEMA-regulated floodplain on this site. The applicant meets Commission floodplain requirements.
6. No public hearing was conducted for the project; instead, mailers were sent out to notify residents of the project. The applicant meets Commission public notice requirements.

SC2020-013: Wild Wings Western Wetland Improvement Project

7. A Project Review Fee of \$1,100 was sent to the Commission.

Recommendation: Recommend approval with no conditions.

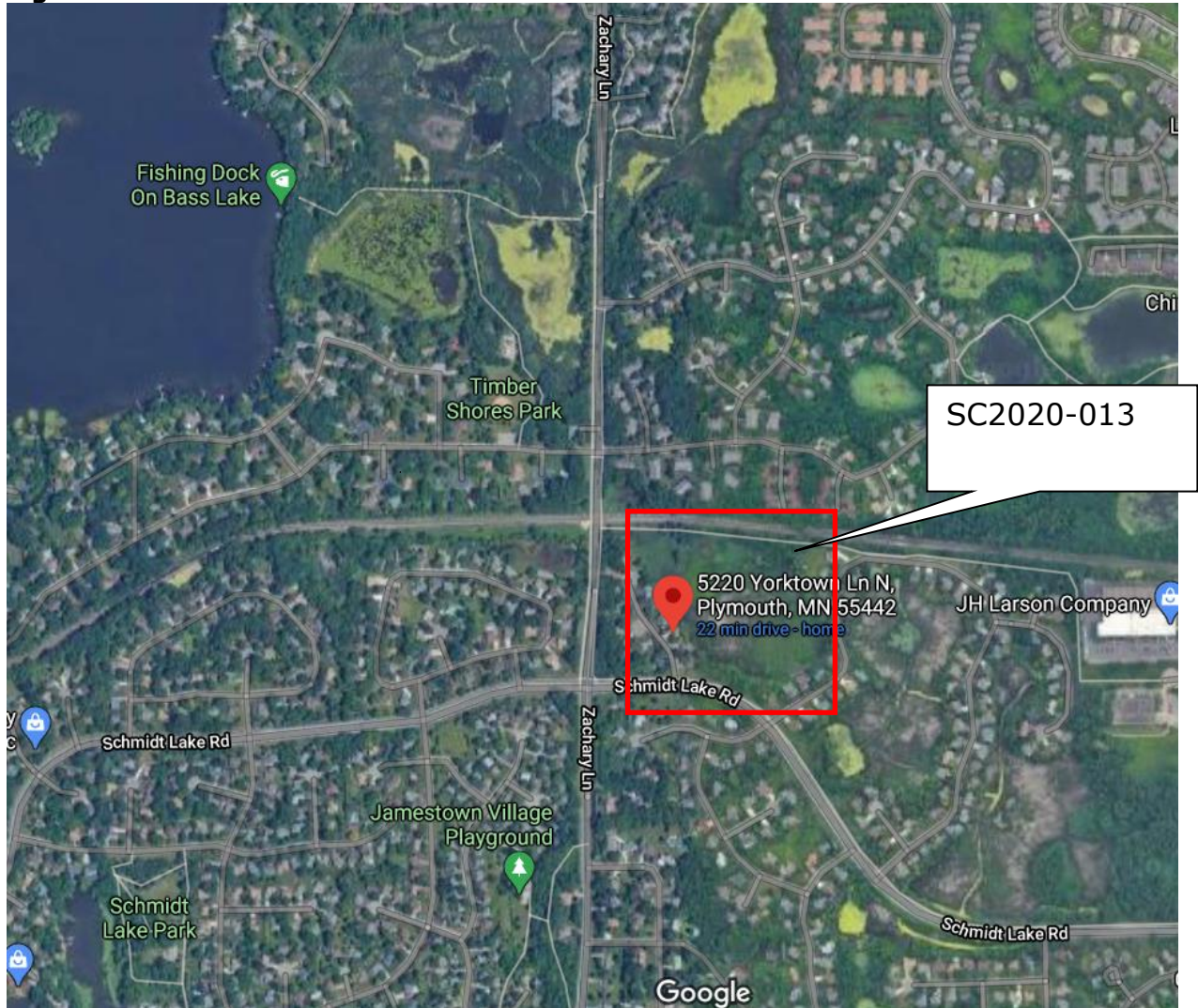
Wenck Associates, Inc.
Engineers for the Commission

Ed Matthiesen, P.E.

Date

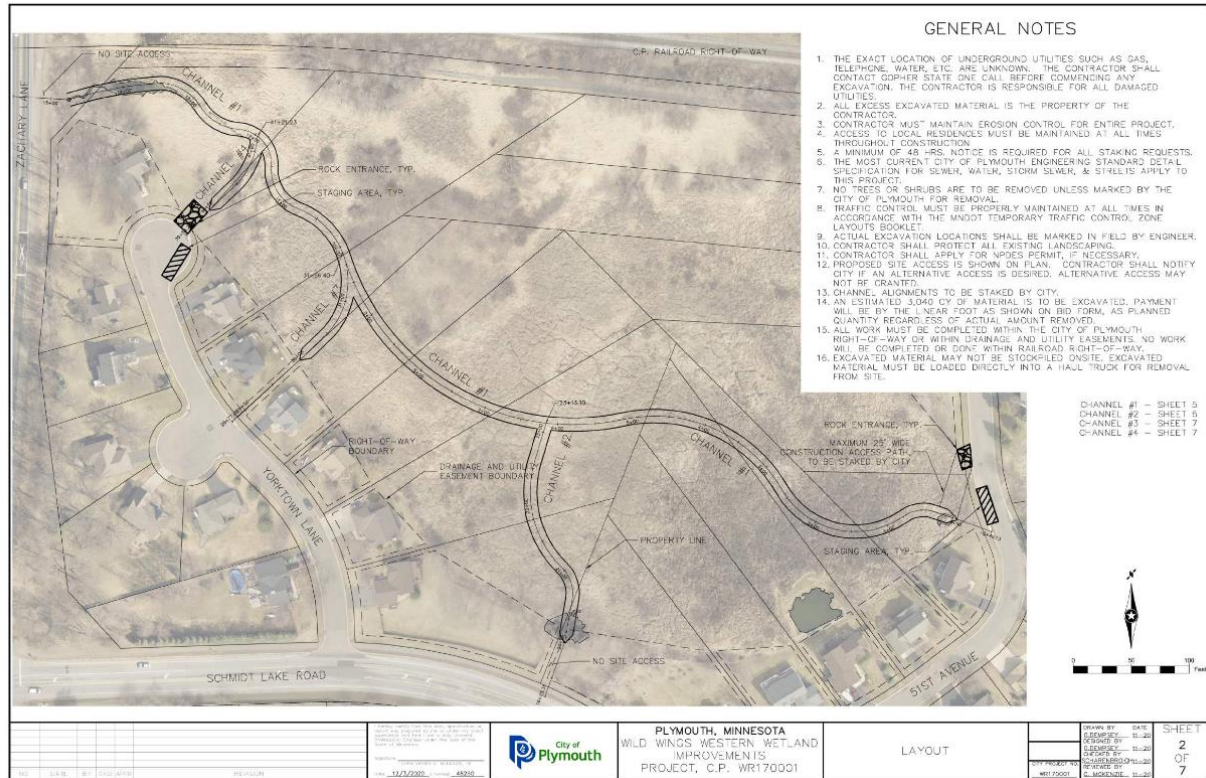
SC2020-013: Wild Wings Western Wetland Improvement Project

Figure 1. Site location.



SC2020-013: Wild Wings Western Wetland Improvement Project

Figure 2. Site layout.





To: Shingle Creek WMO Commissioners

From: Ed Matthiesen, P.E.
Diane Spector

Date: January 8, 2021

Subject: Draft 2021 Work Plan

**Recommended
Commission Action**

Review, discuss, and propose desired modifications. Approve the work plan or request it be brought back in February.

The following are suggested activities for the 2021 Work Plan. Most of these are ongoing activities, although some are rotating around the watershed. These are presented for discussion and revision as desired. Note that we will bring a proposed 2021 Monitoring Plan to the Commission in February, which will provide additional details. Activities in calendar form are attached.

1. Continue to implement TMDLs.

- a. Complete the 5-year performance review for the Bass and Shingle Creek Biotic and DO TMDL.
- b. Complete aquatic vegetation surveys on Bass and Upper Twin Lake and provide aquatic invasive species treatment as necessary.
- c. Partner with the City of Robbinsdale to continue implementing the Crystal Lake Management Plan, including carp removal, aquatic vegetation management, and alum treatment.
- d. Partner with the City of New Hope to implement the Meadow Lake Management Plan, including a lake drawdown in fall and winter 2021.
- e. Partner with the Cities of Brooklyn Park and Brooklyn Center to undertake Connections II streambank improvements for Shingle Creek from Regent Avenue to Brooklyn Boulevard.
- f. Partner with the City of Brooklyn Park to undertake Bass Creek Park streambank improvements from Cherokee Drive to I-694.
- g. If the Hennepin County grant application is funded, extend the SRP Reduction filter along the Wetland 639W overflow channel. If not funded, then submit a CWF grant application for partial funding.
- h. Continue to pursue grant funding for TMDL implementation projects.
- i. Expand the Directly Connected Untreated Areas geodatabase to include boundaries of the untreated areas directly connected to the lakes in the watershed. (Streams was completed in 2017.)
- j. Continue to identify, pursue grant funding for, and implement projects and programs addressing the bacterial impairment in Shingle Creek and the Mississippi River.
- k. Stay abreast of other regional and state TMDLs.

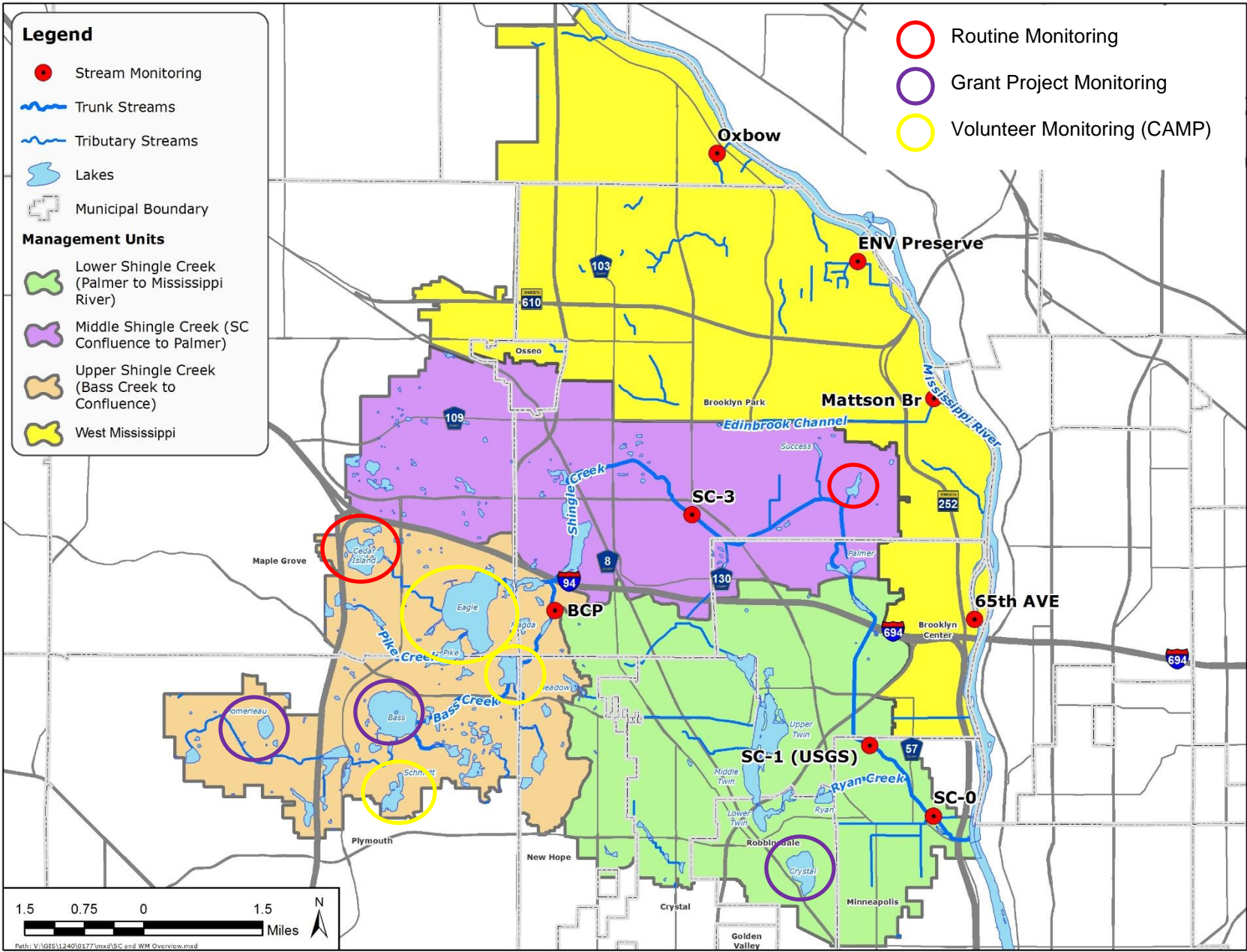
2. Partner with other organizations to increase reach and cost effectiveness.

- a. Participate in the West Metro Water Alliance joint education and outreach group.
- b. Continue to partner with the USGS to operate the Queen Avenue monitoring site.
- c. Partner with the USGS, DNR, and other interested parties to stay abreast of groundwater issues.
- d. Complete the HUC study in partnership with the DNR.

3. Continue ongoing administration and programming.

- a. Conduct routine Commission lake water quality monitoring and aquatic vegetation and fish surveys on Success and Cedar Island Lakes and grant funded monitoring on Bass, Pomerleau, and Crystal Lakes. (See attached figure for locations.)
- b. Conduct Commission routine flow and water quality monitoring at SC-0 and SC-3 on Shingle Creek and Bass Creek Park (BCP) on Bass Creek as well as two DO longitudinal studies as part of the Shingle and Bass Creeks Dissolved Oxygen (DO) and Biotic Integrity TMDL 5 Year Review. (See attached figure for locations.)
- c. Sponsor volunteer stream monitoring through RiverWatch and wetland monitoring through WHEP (Hennepin County).
- d. Sponsor volunteer lake monitoring through CAMP (Met Council) on Eagle, Pike, Schmidt, and Magda Lakes.
- e. Complete reviews of development and redevelopment projects as necessary.
- f. Prepare an annual water quality report.
- g. Solicit cost-share projects from member cities funded from the Cost Share Fund and the annual \$100,000 levy and the Partnership Cost Share Fund and the annual \$50,000 levy.
- h. Review feasibility studies for 2021 proposed capital projects, undertake Plan Amendments, hold public hearings, order projects and certify levies.
- i. Prepare a 2022 annual budget and begin the Fourth Generation Management Plan, which will be completed in 2022-2023.
- j. Invite three guest speakers to make lunchtime water resources presentations.
- k. Tour project sites in the watershed.

[illegible]





To: West Mississippi WMO Commissioners

From: Ed Matthiesen, P.E.
Diane Spector

Date: January 8, 2021

Subject: Draft 2021 Work Plan

**Recommended
Commission Action**

Review, discuss, and propose desired modifications. Approve the work plan or request it be brought back in February.

The following are suggested activities for the 2021 Work Plan. Most of these are ongoing activities, although some are rotating around the watershed. These are presented for discussion and revision as desired. Note that we will bring a proposed 2021 Monitoring Plan to the Commission in February, which will provide additional details. Activities in calendar form are attached.

1. Continue to stay abreast of regional TMDLs.

- a. Continue to identify, pursue grant funding for, and implement projects and programs addressing the bacterial impairment in the Mississippi River.
- b. Stay abreast of other regional and state TMDLs.
- c. Identify boundaries of the untreated areas directly connected to the Mississippi River or other conveyances.

2. Partner with other organizations to increase reach and cost effectiveness.

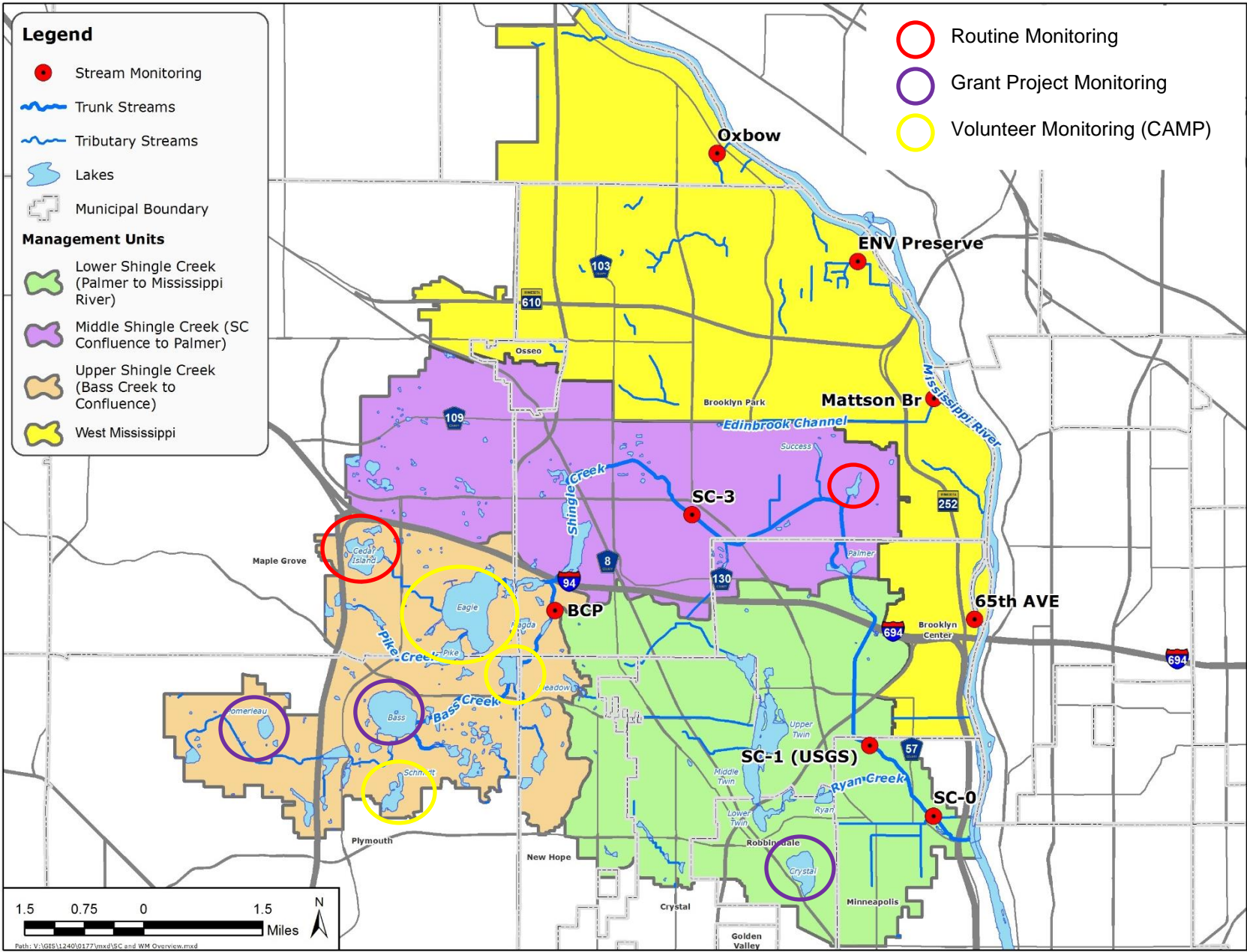
- a. Participate in the West Metro Water Alliance joint education and outreach group.
- b. Partner with the USGS, DNR, and other interested parties to stay abreast of groundwater issues.
- c. Partner with the MWMO to undertake monitoring at the 65th Avenue outfall.
- d. Partner with a member city to complete a subwatershed BMP analysis.

3. Continue ongoing administration and programming.

- a. Undertake routine flow and water quality at two outfalls into the Mississippi River.
- b. Sponsor volunteer stream monitoring through RiverWatch and wetland monitoring through WHEP (Hennepin County).
- c. Complete reviews of development and redevelopment projects as necessary.
- d. Prepare an annual water quality report.
- e. Solicit cost-share projects from member cities funded from the Cost Share Fund and the annual \$50,000 levy.

- f. Review feasibility studies for 2021 proposed capital projects, undertake Plan Amendments, hold public hearings, order projects and certify levies.
- g. Prepare a 2022 annual budget and begin the Fourth Generation Management Plan, which will be completed in 2022-2023.
- h. Invite three guest speakers to make lunchtime water resources presentations.
- i. Tour project sites in the watershed.

[illegible]



Responses to Solicitations of Interest Proposals

Shingle Creek - 2021-2022				Technical	Wetland	Legal
			pages			
Technical Consultants						
	Barr Engineering	2-4	x	x		
	HZ United	5-9	x			
	Pegasus Group	10-11	x			
	Wenck Associates/Stantec	12-26	x	x		
Legal Consultants						
	Kennedy & Graven, Chartered	27-30				x
Administrative Consultants						
	Judie Anderson's Secretarial Service, Inc.	31-32				
Shingle Creek - 2019-2020						
Technical Consultants						
	Graef		x			
	ProSource Technologies			x		
√	Wenck Associates, Inc.		x	x		
Legal Consultants						
√	Kennedy & Graven, Chartered					x
Administrative Consultants						
√	Judie Anderson's Secretarial Service, Inc.					
Shingle Creek - 2017-2018						
Technical Consultants						
	Cardno			x		
	NTI - Northern Technologies		x			
	Rani		x			
	ProSource			x		
√	Wenck Associates, Inc.		x	x		
Legal Consultants						
√	Kennedy & Graven, Chartered					x

resourceful. naturally.
engineering and environmental consultants



January 5, 2021

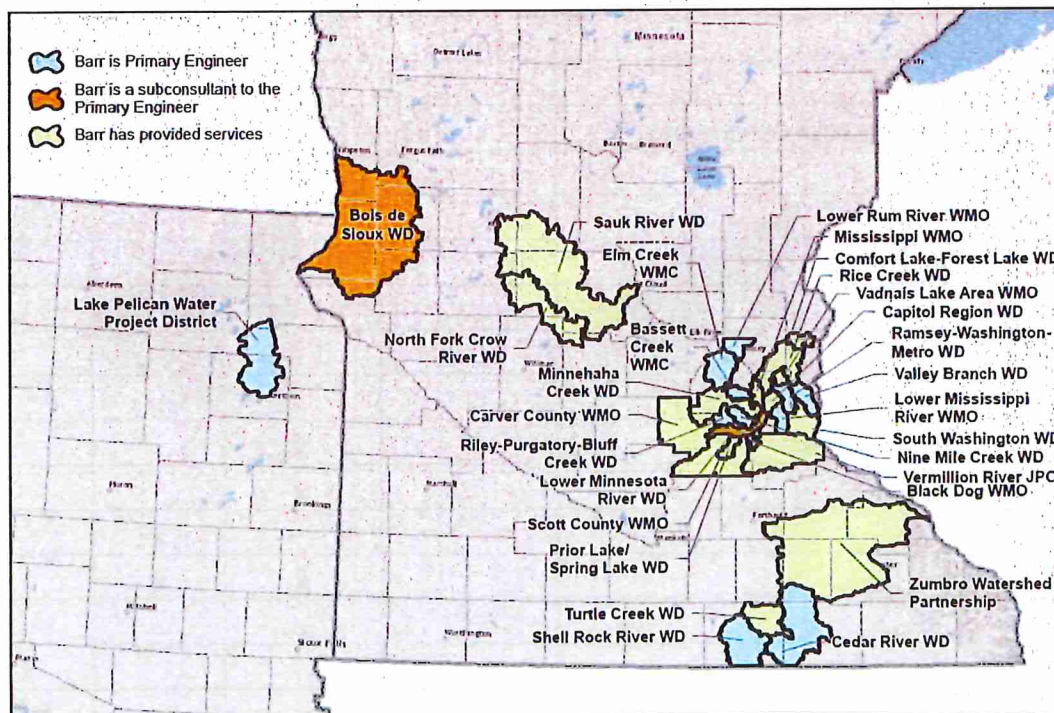
Mr. R.A. Polzin, Chair
Shingle Creek Watershed Management Commission
3235 Fernbrook Lane
Plymouth, Minnesota 55447

Re: letter of interest to provide technical consulting services for fiscal years 2021 and 2022

Dear Mr. Polzin:

Although we understand that the Shingle Creek Watershed Management Commission is satisfied with their current technical advisor, we are submitting this letter to express Barr Engineering Co.'s interest in serving the Commission should circumstances change. We offer to assist the Commission in any capacity necessary during the current technical advisor's transition to a new owner and any conflicts of interest that could arise from that transition.

In a trusted partner capacity, Barr has provided credible comprehensive water-resources management services to dozens of watershed management organizations for more than 50 years. We have established a reputation as experts in water-resources management, including development review, stormwater and water quality management, watershed modeling, stream and riverbank restoration, site design, and meeting facilitation for several major watershed management organizations in the Twin Cities metro area.



Barr offers services to many watershed management organizations.

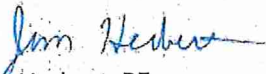
We serve as the primary engineer for 12 watershed management commissions, organizations and watershed districts (see the illustration above), providing a wide range of expertise to watershed organizations across Minnesota.

We are familiar with the majority of the cities in the watershed through our service to the adjoining Bassett Creek Watershed Management Commission, Elm Creek Watershed Management Commission, and Mississippi Watershed Management Organization.

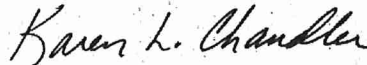
Barr was founded over 50 years ago as a water resources engineering company, serving some of the earliest Twin Cities watershed organizations. Today, we offer multidisciplinary engineering and ecological services that can meet all the needs of a watershed organization, from urban to rural. Our 125 Minneapolis-based water resources engineers and scientists are backed by nearly 900 professionals in a variety of adjacent technical disciplines. Our breadth and depth of experience means that we can provide an innovative solution to any water resources challenge you encounter.

Thank you for the opportunity to provide this letter of interest. Also attached is our 2021 fee schedule. If you have any questions, require further information, or would like to discuss this further, please contact me (952-832-2784, jherbert@barr.com) or Karen Chandler (952-832-2813, kchandler@barr.com).

Sincerely,



Jim Herbert, PE
Vice President, Senior Civil Engineer



Karen Chandler, PE
Vice President, Senior Water Resources Engineer



Fee Schedule—2021

Rev. 12/26/2020

Description	Rate* (U.S. dollars)
Principal	\$160-295
Consultant/Advisor	\$185-250
Engineer/Scientist/Specialist IV	\$155-180
Engineer/Scientist/Specialist III	\$125-150
Engineer/Scientist/Specialist II	\$95-120
Engineer/Scientist/Specialist I	\$65-90
Technician IV	\$155-180
Technician III	\$125-150
Technician II	\$95-120
Technician I	\$65-90
Support Personnel III	\$155-180
Support Personnel II	\$95-150
Support Personnel I	\$65-90

Rates for litigation support services will include a 30% surcharge.

A ten percent (10%) markup will be added to subcontracts for professional support and construction services to cover overhead and insurance surcharge expenses.

Invoices are payable within 30 days of the date of the invoice. Any amount not paid within 30 days shall bear interest from the date 10 days after the date of the invoice at a rate equal to the lesser of 18 percent per annum or the highest rate allowed by applicable law.

For travel destinations within the continental U.S. (CONUS) and Canada, meals will be reimbursed on a per diem basis. The per diem rate will be as published by the U.S. Internal Revenue Service (IRS) based on the High-Low method. Full day per diem rates will be pro-rated on travel days. For travel destinations outside the continental U.S. (CONUS) and Canada, meals will be reimbursed based on actual expenses incurred.

All other reimbursable expenses including, but not limited to, costs of transportation, lodging, parking, postage, shipping and incidental charges will be billed at actual reasonable cost. Mileage will be billed at the IRS-allowable rate.

Materials and supplies charges, printing charges, and equipment rental charges will be billed in accordance with Barr's standard rate schedules.

Principal category includes consultants, advisors, engineers, scientists, and specialists who are officers of the company.

Consultant/Advisor category includes experienced personnel in a variety of fields. These professionals typically have advanced background in their areas of practice and include engineers, engineering specialists, scientists, related technical professionals, and professionals in complementary service areas such as communications and public affairs.

Engineer/Scientist/Specialist categories include registered professionals and professionals in training (e.g. engineers, geologists, and landscape architects), and graduates of engineering and science degree programs.

Technician category includes CADD operators, construction observers, cost estimators, data management technicians, designers, drafters, engineering technicians, interns, safety technicians, surveyors, and water, air, and waste samplers.

Support Personnel category includes information management, project accounting, report production, word processing, and other project support personnel.

*Rates do not include sales tax on services that may be required in some jurisdictions.

January 5, 2021

Mr. R. Andy Polzin, chair
Shingle Creek Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

RE: Proposal for Professional Technical Engineering Services, 2021-2022

Mr. Polzin,

HZ United, LLC (HZU) is pleased to submit this Letter of Interest to provide Professional Technical Consulting and Engineering Services to the Shingle Creek Watershed Management Commission for 2021 and 2022.

As a minority-owned certified Disadvantaged Business Enterprise (M/DBE), we regularly partner with other design firms to provide specialized water resources engineering design and construction on high profile projects primarily in the Twin Cities. HZU, formed in 2005, is a civil engineering and environmental planning consulting firm well-suited to provide services for capital project feasibility, design, construction documentation, bid process, construction observation, operation and maintenance planning, 2D river modeling, hydrology and hydraulic modeling, water quality modeling, design and implementation of in-pipe continuous monitoring systems, riverbank restoration and slope stabilization.

HZU is a leading consultant for MnDOT for water resources planning, modeling, and construction management projects, providing comprehensive analysis and creative solutions to maximize benefits with minimum expenditures on retrofitting public drainage systems. A recent HZU innovative solution was to save MnDOT over \$200 million on a potential tunneling construction fee on I-494 corridor. HZU utilized alternative design methods and rerouting to achieve approval from FHWA and associated municipalities. In the end, the reduced project scope is effective in meeting drainage goals while saving public expenditures for all stakeholders.

HZU understands that your staff work closely with your member cities on capital improvement projects (Brooklyn Center, Brooklyn Park, Crystal, Maple Grove, Minneapolis, New Hope, Osseo, Plymouth, and Robbinsdale). HZU lead the drainage, erosion control, and permitting design tasks for the METRO C Line (Penn Avenue BRT) and METRO D Line (Chicago-Fremont BRT) projects. HZU is also leading the Drainage, Traffic Signals and Lighting Design tasks for the CSAH 152 and Webber Parkway corridor as part of the HDR design team.

The HZU team can provide specialized water resources technical expertise to work in concert with your staff to develop annual work plans based on your updated implementation actions, goals, and strategies. Our specialized team can lend expertise in developing standards and developing technology solutions for your work. We have designed more than 800 hydraulic systems over streams, along wetlands, and adjacent to lakes. We implement concepts and designs that balance both the water quality and quantity responsibilities, and understand the integration of the environmental, policy, and structural needs through application of sound engineering practice.

Please contact Hugh Zeng at 763-551-3699 with any questions and/or requests for additional information. We appreciate the opportunity to join your pool of consultants and we look forward to working with you over the next two years.

Respectively submitted,



Hugh Zeng, P.E.
Principal Water Resources Engineer
HZ United, LLC

FIRM PROJECT AND CLIENT EXPERIENCE

The following projects highlight the HZU team's experience in water resources, roadway design, floodplain management, environmental engineering, and traffic planning and design. HZU is a pre-qualified consultant for:

- Hennepin County Department of Public Works
- Minnesota Department of Transportation
- City of Minneapolis Department of Public Works
- Ramsey County - St. Paul Dept. of Public Works

Hennepin County CSAH 152 Improvements (Webber 44) in City of Minneapolis

HZU provided Drainage, Traffic Signals and Lighting Design for the CSAH 152 and Webber Parkway corridor as part of the HDR design team. Existing impervious surfaces were converted to green space where feasible, stormwater BMPs were incorporated providing additional stormwater storage and infiltration capacity, and improvements were made to the trunk line drainage system. HZU utilized the City of Minneapolis XPSWMM model to develop a proposed 1D/2D XPSWMM model which was used to evaluate design solutions to eliminate historical flooding near Webber Park. HZU facilitated multi-stakeholder coordination between SCWMC, MPRB, City of Minneapolis SWS, and Hennepin County, to review flood risk reduction options, and determine a final design solution.

METRO D Line Bus Rapid Transit

The D Line Bus Rapid Transit project is an 18-mile BRT corridor in the Cities of Minneapolis, Brooklyn Center, Richfield, and Bloomington. The D Line will substantially replace Metro Transit's Route 5, starting out at the Brooklyn Center Transit Center and ending at the Mall of America. HZU's scope of services included leading the drainage design and was responsible for the applicable stormwater management and NPDES permitting. HZU led coordination of water resources stakeholders, including Hennepin County, the City of Minneapolis, the SCWMC, BCWMC, MCWD, LMRWD, and the MWMO. Our deliverables include drainage plans, tabulations, and profiles as well as associated cost estimates and permitting.

METRO C Line Bus Rapid Transit

The C Line Bus Rapid Transit project provides an efficient, modern arterial bus rapid transit (BRT) corridor in the Cities of Minneapolis and Brooklyn Center. The corridor generally

follows 7th and 8th Streets in downtown Minneapolis, Olson Memorial Highway, Penn Avenue, and Osseo Road/Brooklyn Boulevard in Brooklyn Center. In partnership with the Penn Avenue Community Works project, Hennepin County, and the City of Minneapolis, the Metropolitan Council led, as a part of the C Line station construction project, the reconstruction of eight intersections along Penn Avenue, which included utility work, streetscape, lighting and signal enhancements, and accessible pedestrian improvements.

HZU's scope of services included drainage design for all BRT platforms as well as the eight fully reconstructed intersections. HZU was also responsible for the applicable stormwater management and NPDES permitting. HZU led coordination of water resources stakeholders, including Hennepin County, the City of Minneapolis, the SCWMC, BCWMC, and the MWMO. Our deliverables include drainage plans, tabulations, and profiles as well as associated cost estimates and permitting.

I-94 UBOL Maple Grove to Rogers Design-Build

The Project entails 9 miles of unbonded concrete overlay of the I-94 mainline and ramps between I-494 in Maple Grove and TH 101 in Rogers. The Project adds a lane in each direction between TH 610 and TH 101 and an additional lane in the eastbound direction under the TH 101 bridge, and included reconstruction of the Elm Creek rest area parking lot. The Project is located on I-94 and surrounding streets in Hennepin County in the Cities of Maple Grove, Dayton, and Rogers, MN. HZU is leading the drainage, erosion control, and vegetation design final design tasks, working with MnDOT Metro District, the Cities of Maple Grove, Dayton and Rogers, and the Contractor and their subconsultants.

Ford Parkway (CSAH 46) Drainage and Erosion Improvements for Hennepin County

Ford Parkway Bridge is a historic structure that connects Minneapolis and St. Paul over the Mississippi River. Additional drainage areas and increased flow led to slope failure and bridge footing undermining on the west side of the riverbank. Hennepin County retained HZU as the prime consultant for preliminary engineering, permit application, final design, and construction management. The project required unconventional solutions: shotcrete for the cavity below the



bridge footing, wire-mesh systems over the steep slopes, anchored slope-toe reinforcement, enclosed drainage down rain, gabion mattress below the bridge drip-line, and a gabion energy-dissipation system. The construction limits were kept above the DNR OHWL, simplifying the environmental review process. HZU assisted the County in obtaining permits and agreements with agencies and stakeholders, including the USACE, DNR, MPCA, Ramsey County, City of Minneapolis, MPRB, MWMO, and MCWD. As the Construction Manager for the project construction phase, HZU managed product review, field alternative, park access, tree clearing, and payment application. HZU negotiated the final agreement with the Contractor.

Currie Park Phase I Improvements – Design Services for MPRB

As part of the MPRB South Service Area Master Plan, Currie Park amenities were updated to maximize inclusivity and offer year-round use. An existing wading pool was replaced with a splash pad, removal of a tennis court, and trail upgrades. Impervious area onsite was reduced and the proposed improvements redirect runoff away from impervious surfaces and existing inlet structures to promote filtration and reduce sediment discharge. HZU performed hydrologic and water quality modeling using HydroCAD and P8, a GIS land use analysis, and provided drainage design complying with the City of Minneapolis permit requirements. HZU provided construction documents including Temporary Sediment and Erosion Control Plan, SWPPP, and Storm Sewer Plan. Design team comprised Stantec, BTR, and HZU.

METRO Green (Central Corridor) Line Light Rail Transit for MCES

HZU provided drainage and utility preliminary and final design services to AECOM for the 11-mile LRT connecting downtown Minneapolis and downtown St. Paul. Extensive utility coordination and relocation was required to accommodate the proposed LRT to maintain services for more than thirty private and public utility owners. HZU performed a detailed watershed and hydraulic analysis on the corridor and incorporated a permeable paver-infiltration tree trench system along the University Avenue storm sewer system. This was a tight corridor with existing utilities and in close proximity to building foundations, which are protected by an impervious liner on the boulevard side of the infiltration trench. The infiltration pipe doubles as the storm sewer, conveying the 10-year, 24-hr storm and also provides water to the boulevard trees. Each

catch basin has a 2-foot sump for pretreatment, and each infiltration run minimizes slope to encourage leaking of water into the surrounding aggregate for storage prior to infiltration to the native soils.

METRO Blue Line (Hiawatha) Light Rail Transit Design Build – MCES

Minnesota's first light rail transit (LRT) line, the METRO Blue Line (Hiawatha Light Rail), connects residents and visitors to several major Twin Cities metro area destinations. The 12-mile line also serves 11 Minneapolis neighborhoods and Minnehaha Falls Regional Park. Granite Construction and McCrossan were hired to design and construct the light rail line. The design team was led by Parsons Transportation Group. HZU was responsible for coordinating with rail, traction power, and structural design, preparing roadway, station site, civil utility and drainage construction documentation, including civil plans, special provisions, and environmental permit application. HZU provided additional design services during the construction stage, preparing field design change for unforeseen conditions, coordinating with local watershed districts for permit annual updates.

Hydraulic and Hydrologic XP-SWMM Modeling for Saint Anthony Park Sub Watershed for St. Paul Dept. of Public Works

HZU was tasked with developing the Capitol Region Watershed District (CRWD) XP-SWMM model for inclusion of the Bush Avenue and Desoto Street pond expansion in the City of St. Paul. Two proposed scenarios were modeled using varying infiltration rates and pond storage to evaluate the potential to reduce rates and increase the banked volume credit. The existing pond is part of the CRWD's Trout Brook drainage system. Partnered with Elan Design Lab.

I-494: Airport to Highway 169 for MnDOT

One goal of the proposed improvements to address congestion along the corridor of I-494 from TH 169 to the Minneapolis-St. Paul Airport includes improving drainage systems to reduce localized flooding and reduce runoff into the Minnesota River. The existing MnDOT trunk storm sewer system has insufficient capacity leading to flooding under a 5-year condition. HZU was responsible for the preliminary drainage design and alternative development, conducting a frequency analysis using spatially distributed NEXRAD data and flow sensor monitoring to develop a calibrated XP-SWMM model to better estimate regional flood events with more empirical data.

KEY PERSONNEL QUALIFICATIONS

Team Members	Years Experience	Education	Watershed / Water Resources Planning and Management	Feasibility Studies for Water Quality Improvements	Hydrology, Hydraulic and Water Quality Modeling & Analysis	Urban Stormwater BMP Design and Construction Mgmt	Water Resource Permitting	Geographic Information Systems
Hugh Zeng, PE (MN+)	30	BSCE- Michigan Technological University, 1989 MS - Hydraulics, University of Minnesota, 1997	✓	✓	✓	✓	✓	
Principal Engineer specializing in water resources engineering, stormwater management, water quality improvement, and natural resource protection according to federal, state, and local regulatory standards for transportation and transit projects. Hugh was the Water Resources Task Manager for the Metropolitan Central Corridor Light Rail Project. He led the design effort from planning to final construction documentation and construction management of all drainage utility elements. As the drainage lead for the I-494 project, Hugh is responsible for formulating drainage alternatives and leading the initial analysis.								
Jeremy Ibberson, PE (MN)	13	BSCE – University of Minnesota, 2007	✓	✓	✓	✓	✓	✓
Senior Project Manager and Water Resources Engineer experienced in design and engineering analysis for major transit development projects involving roadway, railway, hydraulics, drainage, sanitary sewer, utility, permitting, and grading design. Proficient with MicroStation, AutoCAD, Sewer CAD, Geopak Drainage, GIS, P8 model, SignCAD, HydroCAD, HY-8, Hydraulic Toolbox, SMS and XPSWMM. Design skills include ADA Ramp Upgrade, Traffic Signal and Signage Design, construction inspection and construction management support related to drainage and erosion control.								
Mark Abrahams, PE (MN)	11	BSEE – Northern Arizona University, 2006 MS – CE, Carnegie Mellon University, 2010	✓	✓	✓	✓	✓	
Senior Engineer experienced in land and watercourse surveying, water and air quality sampling, environmental site assessment, database management, civil site development, building mechanical systems (HVAC), drainage design, turf establishment and erosion control design. Areas of academic focus include and sustainable development and technology policy, sustainable cities design, environmental remediation, green design in engineering and life cycle assessment. Engineering design expertise includes AutoCAD, Civil3D, Microstation, Geopak Drainage, Geopak Site, HydroCAD, HEC-RAS, GIS applications spatial analysis.								
Amanda Bergstrom, PE (MN), CPESC, LEED AP	17	BSGE – University of Minnesota, 2003	✓		✓	✓	✓	✓
Senior Engineer/Project Manager with expertise in hydrologic/hydraulic modeling; stormwater management planning and BMP design; transportation drainage; river and stream hydraulics; bridge scour analysis; LRT bridge and station drainage design, corridor stormwater management and BMP design; EA/EAW; SWPPP; construction observation; ArcGIS, HydroCAD, XPSWMM, HEC-RAS, HY-8, P8, SHSAM; channel capacity and stabilization; regulatory/permitting review of stormwater, erosion control/NPDES permitting, floodplain management/FEMA, and wetland protection/WCA compliance; dam removal; and shoreland/stream restoration.								
Gabe Gubash, EIT	11	BSCE – University of Minnesota, 2004	✓	✓	✓	✓	✓	✓
Senior Transportation Engineer experienced in public infrastructure and transportation improvement projects. He is specialized in Traffic, Water Resources Engineering, Project Management and Intelligent Transportation Systems. Versed in engineering modeling applications and techniques in XPSWMM, GIS, HydroCAD, traffic forecasting modeling programs, and CAD (Microstation, Geopak, AutoCAD). Served as the Project Manager and Design Lead for a MnDOT TH 47 RR crossing feasibility study for Water Quality Improvements, coordinating with the DNR on flood zones from and outlets into the Mississippi River. Lead XP-SWMM modeler for St. Paul H/H Modeling for Saint Anthony Park Subwatershed and I-494: Airport to TH 169 project frequency analysis.								
Chris Erickson, EIT	6	BSCE – University of Minnesota, 2014 BAES – Bethel University, 2011	✓		✓	✓	✓	✓
Project Manager and Senior Water Resources Engineer and with extensive design experience in Water Resources Engineering, handling large-scale modeling and plan development for high-profile Minnesota jobs. Experienced with environmental permitting, water quality modeling, and BMP design. Served as Project Manager and Design Lead for CSAH 152 Improvements, drainage design engineer and hydraulic modeler for I-494: Airport to TH 169 project.								

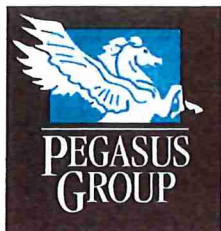
SUMMARY OF RELEVANT PROJECTS

PROJECT NAME	CLIENT / LOCATION / COORDINATION					
	Shingle Creek Watershed Management Organization	Hennepin County	Cities of Brooklyn Park, Brooklyn Center	Cities of Maple Grove, Plymouth, Osseo	Cities of Crystal, Robbinsdale, New Hope	City of Minneapolis
I-94 UBOL Maple Grove to Rogers Design Build		✓		✓		
Ford Parkway Bridge Drainage and Erosion Improvements		✓				✓
CSAH 152 (Webber 44) Reconstruction	✓	✓				✓
Currie Park Phase I Improvements		✓				✓
METRO Green Line (Central Corridor) LRT		✓				✓
METRO Blue Line (Hiawatha) LRT		✓				✓
Grand Avenue Street Traffic Signal and Lighting Design		✓				✓
METRO D Line BRT	✓	✓	✓			✓
Final Design of I-35W Stormwater Storage Facility		✓				✓
10th Avenue SE River Bridge, Historic Bridge Rehab. Design Services		✓				✓
METRO C Line BRT	✓	✓	✓			✓
METRO Orange Line BRT		✓				✓
Drainage Design & Stormwater Treatment on I-35W from 43rd St. to I-94		✓				✓
Stabilize Pier 3, Bridge No. 9 Hydraulic Study		✓				✓
Lowry Avenue Bridge		✓				✓
Marquette Avenue and 2nd Avenue South Transit Project (MARQ2)		✓				✓
Hydraulic & Hydrologic XP-SWMM Modeling for Saint Anthony Park Sub Watershed		✓				
I-494: Airport to TH 169		✓				
TH 36 MNPASS Study						
GEC - TH 94 Design Services						
Saint Paul Storm Sewer Data Acquisition Services						
Cayuga & Maryland Ave. Bridge Replacement – Prelim. and Final Design						

2021-2022 Hourly Rates

Staff	Title/Role	Hourly Fee*
Hugh Zeng, PE	Principal Engineer	\$160/hour
Jeremy Ibberson, PE	Senior Project Manager	\$150/hour
Mark Abrahams, PE	Engineer IV/Project Manager	\$140/hour
Amanda Bergstrom, PE	Engineer IV/Project Manager	\$140/hour
Gabe Gubash, EIT	Engineer III/Senior Engineer	\$124/hour
Chris Erickson, EIT	Engineer III/Senior Engineer	\$124/hour
Kris Manthey, EIT	Engineer II/Project Engineer	\$100/hour
Marcus Lewis, EIT	Engineer II/Project Engineer	\$100/hour
Olivia Crowell, EIT	Engineer II/Project Engineer	\$100/hour
Tim DeCesare, EIT	Engineer I/Graduate Engineer	\$ 87/hour
Sarah Dillon, EIT	Engineer I/Graduate Engineer	\$ 87/hour
Shirley Halejak	CAD Technician IV	\$ 87/hour

*Billing rates subject to a 3% annual increase.



One West Water Street, Suite 280 • St. Paul, MN 55107 • (651) 292-9102 • FAX (651) 292-9107

January 5, 2021

Shingle Creek Watershed Management Commission
 Attention: R. A. Polzin, Chair
 3235 Fernbrook Lane
 Plymouth, MN 55447

Re: Letter of Interest for Legal, Engineering & Technical & Administrative Consulting Services – FY 21-22

Dear Mr. Polzin,

Pegasus Group provides Owner Representative Services, managing the project planning, design, construction and post-construction processes for Owners. We are very familiar with public project delivery processes, having provided these services to the State of Minnesota and the Minnesota State Colleges and University system for twenty years.

Pegasus Group exclusively works for and represents owners and their interests in the project delivery process. This is a conscious business decision which enables us to have no inherent conflict of interest with the design or construction of a project. Simply put, we are an extension of the Owner's own resources. We focus on the Owner's goals to establish and manage the process of achieving the goals.

We do this by:

- helping the Owner define the project goals. This is done from the typical perspectives of scope, schedule and budget, but also with an eye to the short and long-term objectives of the Owner as well as from a community and political point of view.
- identifying the Owner's project delivery options and steps; assisting the Owner in determining the project delivery method best suited for each situation; identifying team members needed and their roles/responsibilities to the project team.
- ensuring the Owner understands their role and responsibility to the Project Team.
- leading RFP/selection process for project team members (Design Team, Construction Team, other Owner Consultants).
- detailing the Owner's decision-making process.
- representing the Owner. We serve as the information conduit for the Owner to members of the Project Team and outside entities as well as vice versa.
- establishing the Owner reporting requirements to support their organizational processes – budget, schedule, invoice payment, claims, change orders, etc.

We provide Owner's Representative Services through five different phases of a project:

- Conception/Initiation
- Planning/Design
- Execution/Construction
- Monitoring
- Close-out

BUILDING SUCCESSSM

www.pegasusgrp.net

The members of our staff that we propose to provide Owner's Representative Services include:

1. Pamela Bader, co-founder and Principal with Pegasus Group. Pam has an extensive background in providing public sector Owner's Representative services through all phases of a project. Prior to starting Pegasus Group, Pam was the Director of Design and Construction Services at the University of Minnesota. Her knowledge and experience with public process is extensive. Earlier in her career Pam became the second female licensed Master Plumber in the State of Minnesota, as such, she brings keen construction insight to the project. Pam recently completed a Plaza Renovation project with a rain garden at Minneapolis Community and Technical College and a Plaza Renovation project at the Minnesota Zoo in Apple Valley.
2. Eric Kruse, DBIA, co-founder and Principal with Pegasus. Eric is a results-oriented professional with extensive experience in the planning and development of projects. Eric was the Owner's Representative for Quinnipiac University's development of a second campus on a two-hundred-acre site. The project required new utilities, roads and civil infrastructure, including a detention pond system with a weir dam and outflow monitoring system. There was a high level of public interest in the project from the surrounding community and neighborhoods and extensive interaction with city officials and agencies. Eric will be your main contact with Pegasus Group and coordinate our team with your service needs.
3. Roger Wolff, Owner's Representative. Roger is a Licensed Building Inspector through the State of Minnesota. Roger has significant experience with project planning, the direct oversight of construction activities and coordination of the on-site inspection/quality assurance program. He will work closely with the Project Team to monitor the project schedule and maintain the project plan. He will ensure that the Commission has current information regarding project progress, issues/concerns and pending decisions. Roger has provided Owner's Representative services on numerous Minnesota State projects. Of particular relevance was Roger's oversight of the construction of Metropolitan State University's Jason R. Carter Science Education Center where the project team coordinated with the City of St. Paul, the Capital Region Watershed District and the MPCA's Petroleum Brownfields Program on project issues including utilities and roads, storm and water runoff management and petroleum contaminated soil cleanup.
4. Pamela Handt, Business Manager: Pam will provide administrative support including project budget/fund accounting and document management assistance.

2021 Hourly Rates

Principal	\$129 per hour
Owner's Representative	\$115 per hour
Business Manager	\$65 per hours

Additionally, Pegasus Group charges for direct project expenses at cost for items such as mileage, parking, copies, delivery services, etc.

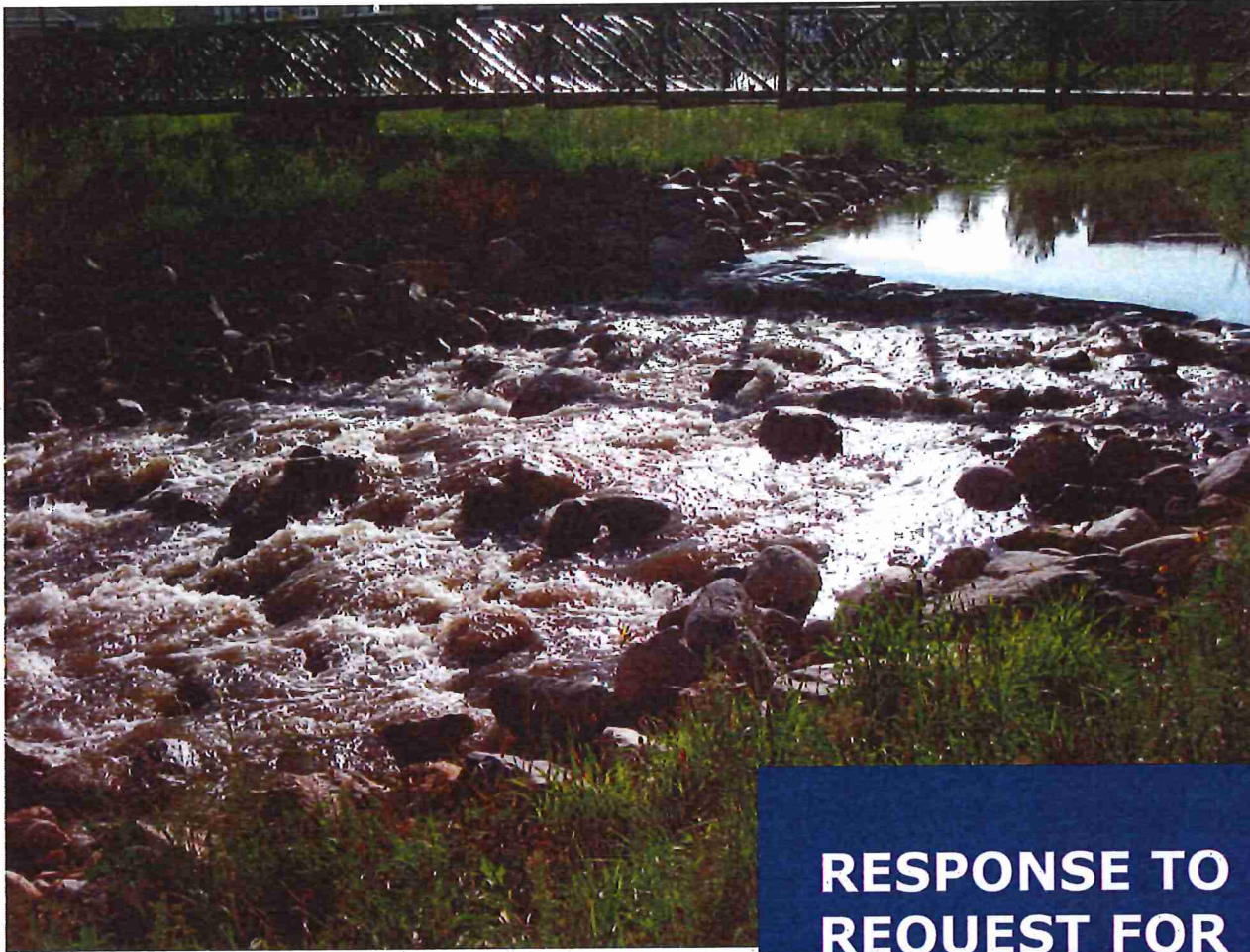
Pegasus Group is a Certified Woman Owned Business Enterprise (WBE) and Certified Small Business Enterprise (SBE) that engages in the belief that the principals of diversity, equity and inclusion strengthen and enrich the lives of everyone. We have experience championing contract and workforce goals.

Thank you for the opportunity to provide you with this Letter of Interest, we look forward to the next steps in your selection process.

Sincerely,



Eric Kruse, Principal



RESPONSE TO REQUEST FOR PROPOSAL

Professional
Services for Legal,
Engineering and
Technical, and
Administrative
Consulting



now part of



January 5, 2021

Prepared for:

Mr. R.A. Polzin, Chair
Shingle Creek Watershed
Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447



now part of



January 5, 2021

Mr. R.A. Polzin, Chair

Shingle Creek Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

Dear Mr. Polzin:

The purpose of this letter is to express our interest in continuing to serve as the Engineer for the Shingle Creek Watershed Management Commission (SCWMC). We are proud of our working relationship with the SCWMC Board of Commissioners and hope you have been pleased with our services over the past 30+ years.

As the Commission's emphasis has turned to managing water quality in the watershed, Wenck has worked collaboratively with you to set the stage to accomplish this in a cost-effective and fiscally responsible way. We have worked with you in the past to secure over \$875,000 from the various state agencies to fully fund the completion of the lake and stream TMDLs for the Commission and to conduct related modeling and research studies, and over \$4.1 million in implementation grant funds. We have also helped the Commission to operate in a fiscally efficient manner as required by its Joint Powers Agreement.

We have assisted the Commission in forging new or expanded partnerships with Hennepin County Environment and Energy, USGS, MnDOT, MnDNR, Three Rivers Park District, the University of Minnesota, and adjacent watershed organizations to leverage funding, expand services, undertake research, and provide education and outreach opportunities.

In partnership with the Commissioners, we have accomplished the following in recent years:

- ▲ Obtained implementation funding for and are underway with the Bass and Pomerleau Lake Alum Treatment, Meadow Lake Management Plan, Crystal Lake Management Plan, and SRP Reduction Projects and the upcoming Connections II and Bass Creek Stream Restoration Projects.
- ▲ Kept the Commission abreast of new technologies and research, changing Best Management Practices, and regional and state policy discussions.
- ▲ Maintained the Commission's SWMM and P8 models and partnered with the DNR on the ongoing update of the HUC8 flood model incorporating Atlas 14.
- ▲ Maintained a stream flow and lake and stream water quality monitoring program. In recent years that monitoring program has expanded to include biological monitoring: fish and macroinvertebrates in Shingle Creek and other streams; biotic integrity of selected wetlands; and fish and aquatic plant surveys in lakes.
- ▲ Completed and received MPCA and EPA approval of 13 lake TMDLs and Implementation Plans and the Shingle and Bass Creek Chloride and Impaired Biota and DO TMDLs and Implementation Plans. Three of the lakes have since been delisted by the MPCA.
- ▲ Systematically reviewed progress toward meeting the TMDLs and updated Implementation Plans.
- ▲ Raised the profile of the Commission by presenting research such the biochar- and iron-enhanced sand filters and SRP Reduction Project at conferences.

R.A. Polzin, Chair
Shingle Creek Watershed
Management Commission
January 5, 2021



We propose Ed Matthiesen as Commission Engineer for the SCWMC, along with his primary support staff of Diane Spector, Erik Megow, Jeff Strom, Katie Kemmitt, Nick Omodt, Ali Stone, and Wes Boll. Ed has more than 30 years of water resources engineering and planning experience and has developed a detailed knowledge base of the watershed over his years of experience with the SCWMC. Several other team members also provide services to the Commission and are available to assist on programs and projects as necessary. More information about our team is in the attached Statement of Qualifications.

We know that during the period 2021-2022 the Commission will be embarking on its Fourth Generation Watershed Management Plan. Wenck has worked with you to prepare the First, Second, and Third plans. Our deep and intimate knowledge of the watershed, its issues and opportunities will be beneficial in developing a successful Fourth Gen plan that meets the member cities' needs and goals.

Wenck is committed to providing the SCWMC with outstanding service. You are a valued client for us and we are committed to assuring that the water resources and stormwater management projects continue as planned and yield results in a cost-effective, efficient, and responsive manner.

As you review our proposal, please note that effective January 1, 2021, Wenck has joined Stantec, a community that unites approximately 22,000 employees working in more than 350 locations across 6 continents. Stantec is designers, engineers, scientists, and project managers, innovating together at the intersection of community, creativity, and client relationships. Balancing these priorities results in projects that advance the quality of life in communities across the globe.

Our relationship with you is our number one priority. You will continue to see the same people, doing business with you with the same goal: to deliver great design with the highest level of service. Our complementary capabilities, market presence, and cultures will create the opportunity to provide more clients with a broader range of services, worldwide. We are excited to become part of a company that cares about creating communities as much as we do.

Enclosed are the qualifications of our proposed project team, and information about the types of services we provide. We certainly appreciate the opportunity to respond, as well as the opportunity of working for the SCWMC over the last 30 years. Please feel free to contact Ed Matthiesen at (763) 252-6851 or our Water Resource Group Manager Chris Meehan at (763) 252-6844 if you or the Commissioners have questions or require additional information.

Sincerely,

Wenck, a Stantec Company

A handwritten signature in black ink, appearing to read "Ed Mat".

Ed Matthiesen, P.E.
Principal Watershed Engineer

A handwritten signature in black ink, appearing to read "Diane Spector".

Diane Spector
Senior Water Resources Planner

PROPOSAL FOR SCWMC TECHNICAL CONSULTING SERVICES

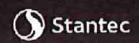
ABOUT US

On January 1, 2021, Wenck joined Stantec, a community of designers, scientists, engineers, and planners who collaborate across disciplines and markets to develop innovative solutions. Together we will work to advance the quality of life in your community and across the globe.

Client relationships have always been our number one priority at Wenck. That will not change as we join Stantec. We understand the SCWMO's mission and strive to be not only a responsive partner but a strategic advisor. While the name of our business will change, you will continue to see the same people delivering your projects. As always, our goal remains to deliver exceptional outcomes on all your projects and constantly exceed your expectations.

Together, Stantec and Wenck will work to deliver innovation and continuous improvement for the long-term. This means bringing you specialized expertise at a price that maintains your competitive advantage. And it means creative and custom solutions that will provide efficient, reliable, and flexible services.

Together, we can do great things.



We're excited to become part of a company that cares about creating communities as much as we do. Through this merger, our local team and reputation for quality watershed management services will remain.

We are a united team of engineers, scientists, and construction professionals prepared to deliver integrated watershed management services. We are known and trusted for our technical excellence, and our experienced team can help manage every aspect of your most complex projects. Working jointly with all stakeholders, we are your responsive partner committed to producing exceptional outcomes for your organization.

WATER IS IN OUR DNA

Our water team members have dedicated their careers to watershed/ natural resource engineering and science for watershed district clients locally and nationally. We bring our experience from all over North America to produce better outcomes for you. Our watershed clients include agricultural watersheds in greater Minnesota, Metro-area urban watersheds, and a watershed in the Boundary Waters Canoe Area Wilderness. Wenck's focus on exceptional outcomes has led to our work being nationally recognized for innovation and value by our peers.



Our focus is to foster strong relationships and develop technical solutions which achieve outcomes that lead to further success in our communities. Through a partnership approach to planning and implementation, our clients see success on the landscape and in their communities. Through this lens, our team has implemented thousands of programs and projects throughout the nation.

We help build healthy, resilient legacies. Not only does the team we have assembled understand watershed management and facilitation, but we also have on-the-ground experience with BMP planning/design, floodplain management, riparian buffers and drainage, stream restoration, lake and wetland management, wastewater management, forest management, groundwater modeling, water supply studies, and subsurface investigations. We have worked with and for local units of government and watershed management organizations around the state and understand their programmatic, organizational and governmental processes.

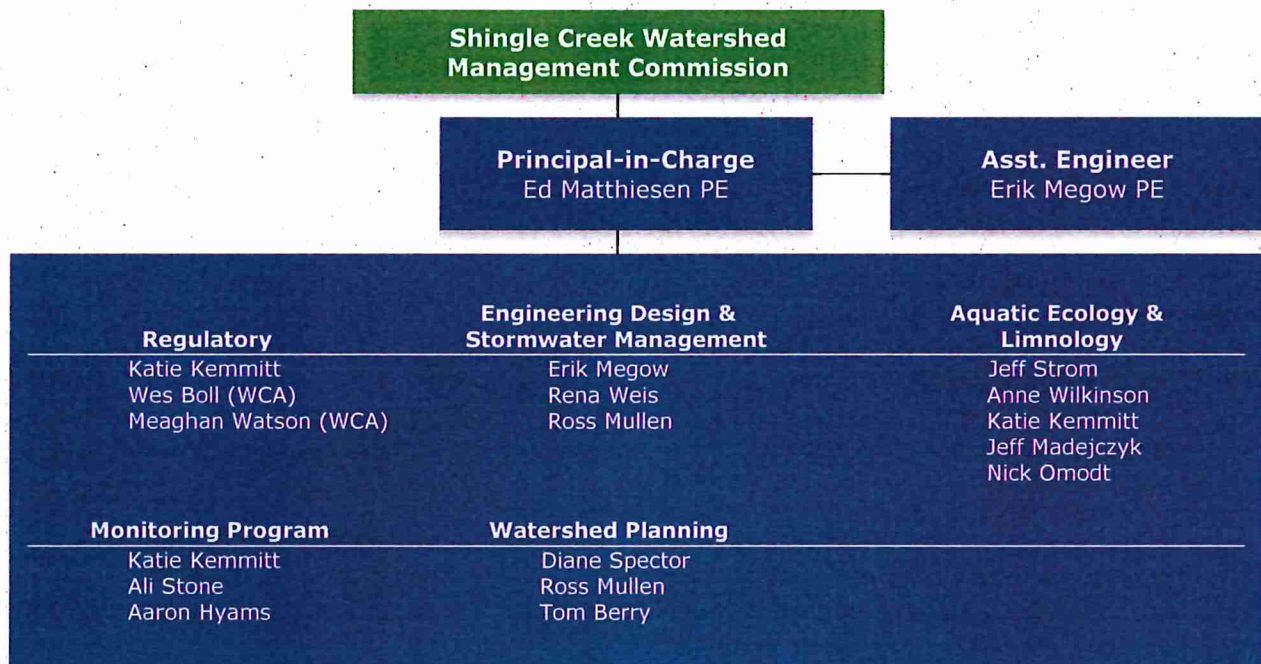
The main point of contact for our team is Ed Matthiesen. Mr. Matthiesen works in the Golden Valley office and lives in the Shingle Creek watershed.

Ed Matthiesen, PE (MN)
Principal Water Resources Engineer
7500 Olson Memorial Hwy Suite 300
Golden Valley, MN 55427
Email: ematthiesen@wenck.com
Phone: 763-252-6851

OUR WATER WHY – Our purpose is to help protect the most important natural resource the world has: its water. Our mission is to collaborate with our clients to protect and improve water quality and availability.

WENCK PROJECT TEAM

The Wenck project team for SCWMC is detailed below. We expect most services to be provided by these staff. However, we have over 60 local water resources staff ready to support you. Project managers will include Ed Matthiesen, Erik Megow, Diane Spector, Jeff Strom, and Katie Kemmitt. Ed will be your main point of contact, but you may contact any Wenck staff at any time to ask questions.



Ed Matthiesen, PE (MN)

Principal Water Resources Engineer

- 30 years professional experience in the water resources and environmental engineering fields.
- District Engineer for three Twin Cities area watershed districts and four Joint Powers Associations
- Has completed channel stabilization and restorations; comprehensive stormwater plans; outlet structure and storm sewer design; aquifer analysis; water quality protection plans; design and construction of lift stations; biological sampling; and chemical modeling of leachate.
- Duties include feasibility studies; review of proposed developments for watershed clients; design of stormwater management facilities; and watershed-wide H & H studies.
- His career is focused on protecting people and property from flooding and improving the quality of stormwater runoff.



WENCK PROJECT TEAM (CONT.)

Diane Spector

Senior Water Resources Planner

- 20+ Years of experience in project planning and management.
- Master's in Environmental Science and Policy
- Specialties include watershed and local water management plans, stream assessments, stream stressor ID studies, total maximum daily load (TMDL) studies, educational program development, and public participation planning.



Erik Megow PE

Project Engineer

- 8 Years of experience on projects including H & H modeling and BMP design and construction oversight
- Bachelor's in Mechanical Engineering, Physics
- Specialties include hydrologic and hydraulic modeling, watershed permitting, and stormwater design.



Katie Kemmitt

Water Resources Scientist

- 5 years of experience in BMP monitoring and assessment.
- Master's in biology.
- Specialties include lake management, BMP assessment, and synthesizing and communicating data.



Rena Weis, EIT

Water Resource Engineer

- 3 years of experience on water resources projects.
- Master's in Civil Engineering
- Specialties include hydrologic and hydraulic modeling, data analysis, construction oversight, and Phase I Environmental Permitting.



Ross Mullen, PE, CFM

Project Manager

- 9 years of experience on water resources projects
- Bachelor's in Civil Engineering.
- Specialties include, hydrologic and hydraulic modeling, data analysis, floodplain analysis, and design of hydraulic infrastructure.



Jeff Strom

Water Resource Scientist

- 12 years of experience focusing on water quality modeling, data processing and analysis, Geographic Information Systems (GIS), and technical report writing to support various watershed plans.
- Master's in Water Resource Science
- Specialties include lake management plans, TMDL projects and implementation plans, and WRAPS studies.



Anne Wilkinson, PhD, EIT

Water Resources Engineer

- 5 years of experience focused on water resource engineering and stormwater management.
- PhD in Civil Engineering, Environmental Fluid Mechanics, Minor in Microbial Biology
- Specialties include microbial ecology, harmful algal bloom research & monitoring, water management, watershed ecology, grant procurement, and hydrology.



Meaghan Watson

Environmental Scientist

- 8 years of experience providing environmental permitting and compliance.
- Bachelor's in Environmental Science
- Specialties include wetland delineations, WCA enforcement, and Environmental Site Assessments.



Nick Omendt

Environmental Scientist

- 2 years of experience focusing on wildlife monitoring and surveys, both terrestrial and aquatic invasive species management, water quality monitoring and lab analysis.
- Bachelor's in Environmental Science
- Specialties include wildlife surveys, endangered species delineations, tree surveys, fisheries surveys, water quality monitoring, and aquatic plant surveys.



Ali Stone

Water Resources Scientist

- 2 years of experience as an intern providing monitoring and data analysis services. Will become full time in February 2021.
- Master's in Geological Engineering (exp spring 2021)
- Specialties include field services, data collection and analysis.



Jeff Madejczyk

Principal Biologist

- 20+ Years of experience in fisheries biology and aquatic ecology where he has conducted research on fish and invertebrate communities in lakes, streams, and rivers
- Master's in Fisheries Biology
- Specialties include ecological monitoring, TMDL, and environmental permitting efforts, including fish and macroinvertebrate monitoring, endangered species analysis, wetland permitting and mitigation projects, ecological assessments, stormwater permitting, contaminated sediment investigations and permitting, and construction permitting activities.



Aaron Hyams

Environmental Scientist

- 1 year of experience as an intern providing monitoring, data analysis, and GIS services. Will become full time in January 2021.
- Bachelor's in Environmental Science, Political Science and Government
- Specialties include using GIS to analyze water resources spatially, data collection and analysis, and soil science.



Tom Berry

Senior Planner

- 20+ Years of experience in project planning, development, and management in both the public and private sectors.
- Master's in Community and Regional Planning
- Specialties include public process, program administration, hazard mitigation planning, and floodplain management



Wes Boll, CWD

Wetland Scientist

- 19 years of experience providing wetland management, biological inventories, and surface water quality monitoring.
- Bachelor's in Environmental Studies with Biology Emphasis
- Specialties include wetland delineation and functions and values assessments, wetland mitigation planning, and WCA enforcement.



WENCK QUALIFICATIONS

Wenck and Stantec are full-service engineering and environmental firms. We've highlighted some of our relevant strengths below to illustrate our breadth of experience.

1. Experience with watershed management organizations within the metropolitan area.

Wenck routinely works for many Minnesota watershed districts and organizations, and our water team has worked with nearly all the WMOs in the Metro area in some capacity. More specifically, members of the Wenck team regularly work for:

- Coon Creek WD (general engineering, permit reviews, capital projects);
- Shingle Creek and West Mississippi WMOs (general engineering, project reviews, lake and stream monitoring, capital projects)
- Capitol Region WD (rule writing & revisions, permit reviews, capital projects);
- Minnehaha Creek WD (rule revisions, capital projects, water quality & quantity modeling); and
- Vermillion River WMO (water quality & quantity modeling).



Permitting & Project Review. Wenck has developed a strong reputation with Minnesota watershed organizations for our ability to effectively develop, implement, and oversee water resource permitting and project review programs. Wenck understands the importance of effective regulatory programs, which is why we emphasize timely response to applicants, develop innovative solutions, and effectively communicate with applicants to meet Watershed goals.

We understand the harmony needed to blend economic development and livable communities with protecting natural resources. The Wenck team reviews several hundred developments annually for watershed clients. We understand how municipalities and government entities interact with agencies like watershed management organizations.

While "protecting the resource" is of utmost importance, we are keenly aware of the cost of permit programs and review timeframes. Despite increases in staff billing rates, we have worked more efficiently and refined our review process to keep review costs low. Most of our watershed clients expect reviews to be returned within seven days. We strive for a four-day review period. We do not want Wenck or our client to be the reason a project is delayed!

WCA Administration. Wenck has assisted a number of cities and watersheds with the administration and enforcement of the Wetland Conservation Act (WCA). Wenck works with the MN Board of Water and Soil Resources (BWSR) to administer WCA rules and distribute the necessary Notices for projects in and adjacent to wetlands in each unit of government. Wenck reviews wetland delineations to ensure that they are conducted accurately according to the 1987 Army Corps of Engineers Manual and Regional Supplements. Wenck participates in pre-application discussions to assist applicants with the interpretation of WCA and other wetland regulations. Wenck also coordinates Technical Evaluation Panel (TEP) meetings to facilitate the review and approval of applications.

Watershed and Local Water Management Planning. Wenck has completed over 75 Watershed and Local Water Management Plans in Minnesota, including multiple generations of plans for some clients. Clients have ranged from agricultural watersheds in greater Minnesota, Metro-area urban watersheds, and a watershed in the Boundary Waters Canoe Area Wilderness. We have also completed several Watershed Restoration and Protection Strategy (WRAPS) reports, integrating TMDL results with more detailed protection and restoration implementation plans.

Within the Metro area, we have within the last several years completed watershed and local plans for:

- Minnehaha Creek Watershed District
- Coon Creek Watershed District
- Shingle Creek and West Mississippi WMOs
- Elm Creek WMO
- Pioneer-Sarah Creek WMO
- Eagan-Inver Grove Heights WMO
- Eden Prairie
- Chanhassen
- Inver Grove Heights
- Eagan
- Dayton
- Corcoran

Additionally, Wenck staff has compiled natural resource inventories using state-of-the-art techniques including Indexes of Biological Integrity (IBI's), GIS and MnRAM. Recent examples include natural resource plans for Burnsville, Hanover, Cloquet, Eden Prairie, and St. Cloud, and the Minnehaha Creek Watershed District's innovative Ecosystem Evaluation Program (E-Grade), which formed the backbone of the District's most recent watershed management plan.

Water Quantity & Quality Computer Modeling. Wenck views models as tools to help solve problems and we believe that the bigger the toolbox the better the solution. Our approach to modeling is that there isn't one solution, but there is a right solution for your problem. This is why our team continually looks for improvements to traditional modeling methods, which can help drive better decision-making.

One example of our modeling experience is our use of a 2D PCSWMM model showing the flood mitigation benefit of two underground infiltration systems in the City of Crystal – the Becker Park and Kentucky avenue systems. This model used a GIS overlay to show the potential decrease in extent and depth of flooding.

Communication. Wenck staff have extensive experience communicating effectively with stakeholders at all levels. The Wenck team is acquainted with key agency staff and works regularly with local, state, USACOE, and other agencies to ensure that engineering and permitting solutions meet regulatory requirements.

Effective communication with the public is a must when considering options for protecting and improving water and natural resources that may be literally right outside their back door. We have facilitated public meetings, worked one-on-one with property owners, met with school children, and provided web-based and social media communications. Our work as watershed engineers for several watershed districts as well as our project and permit review work with a variety of watershed, city, and county clients have us regularly communicating with staff, Managers, and attorneys. We are well acquainted with the monthly dash to get agenda items done and assembled into the meeting packet and have considerable experience preparing Board memos, agreements, and other reports.

2. Lake, wetland, and stream restoration and management experience.

The Wenck team has extensive experience in protection and restoration of lakes, wetlands and streams, with a special emphasis on shallow lakes management. Our experience ranges from completing diagnostic studies and TMDLs to routine and special monitoring to designing and permitting improvements and providing construction oversight.

Lake Study, Restoration and Management

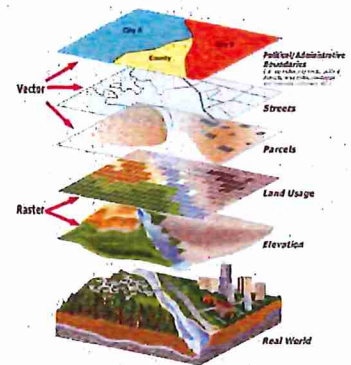
Our team thoroughly understands the study and diagnosis of lakes in urban environments, and it excels in recommending appropriate and cost-effective rehabilitation methods to meet stakeholder interests. After analyzing data and completing the final report, many of our clients select Wenck to engineer corrective actions that were recommended in the final report.

Over the past ten years, Wenck has become the go-to consulting firm for shallow lake studies in Minnesota. Our project team has studied more than 50 shallow lakes from Detroit Lakes to Rochester ranging from protection plans to aggressive improvement plans.



Wenck has assisted the Commissions in undertaking lake management efforts on the Twin Lake chain of lakes, alum treatments on Bass and Pomerleau Lakes, an upcoming alum treatment on Crystal Lake, and the upcoming drawdown and alum treatment on Meadow Lake. During our time as Commission Engineer, three of the 13 Impaired lakes have improved enough to be removed from the list of Impaired Waters.

City of Eagan Lakes. We completed TMDLs or diagnostic studies and modeling to develop 14 management plans for priority lakes in the City of Eagan. Through Bathtub and XP-SWMM modelling, we were able to develop a systematic Capital Improvement Plan to guide the City for the next 10 years in a comprehensive plan to improve or protect water quality and biological health, while significantly reducing implementation costs and permitting hurdles by taking a forward-looking approach.



Since development of that plan, we have been implementing practices to achieve goals outlined in the plan. To date, Wenck has assisted the City with construction of three iron-enhanced sand filters, an underground infiltration trench, and a manufactured treatment device.

Como Lake. Two other recent examples include two plans written for Como Lake in St. Paul on behalf of the Capitol Region WD: the Como Lake Aquatic Vegetation Management Plan and the Como Lake Fisheries Management Plan. The goal of the vegetation plan is to establish an adaptive management approach for restoring and enhancing the aquatic vegetation community in Como Lake. The Plan includes tools to manage to multiple potential outcomes.



The goal of the Fishery Management Plan is to manage the lake's resident fish community to complement water quality improvement and vegetation initiatives while enhancing Como Lake's value as an urban recreational fishery. It employs a systematic plan to manage Como Lake and over time shift the lake to a largemouth bass fishery.

Wetland Study, Restoration and Management

Wenck has Professional Soil Scientists, Professional Wetland Scientists and Minnesota Certified Wetland Delineators with over 25 years of combined expertise in wetland delineation, mitigation designs, and permit applications through the Minnesota Wetland Conservation Act and Section 404 of the Clean Water Act. Wenck staff has:

- Delineated thousands of acres of wetland;
- Completed 30+ Wetland mitigation/restoration designs;
- Completed 50+ Wetland Conservation Act and Section 404 Clean Water Act Permit Applications; and
- Provided cost effective strategies for mitigation.

Some of the wetland services we routinely provide our clients include: wetland delineation, wetland mitigation design, wetland permitting, wetland monitoring, wetland functional assessments—MNRAM, GPS mapping to 0.5m, natural resource assessments—MLCCS, comprehensive wetland management plans, FSA wetland WETS analysis, aerial photo interpretation, GIS analysis, hydric soil delineation, regulatory negotiation, and CADD drafting.

Stream Study, Restoration and Management

Our team thoroughly understands the study and diagnosis of stream water quality and biotic impairments, incised gullies and eroded stream banks, and excels in recommending appropriate and cost-effective rehabilitation methods to meet stakeholder interests and TMDL requirements. Highlights of our bank stabilization experience are presented below.

Elm Creek. Elm Creek behind the Wayzata High School in Plymouth is used by the high school for education with biology class, physical education (high ropes course) and cross country running and skiing sports. Elm Creek is also listed as impaired with a TMDL requiring reductions in phosphorous and total suspended solids and increases in dissolved oxygen. This project started as a feasibility study to see what projects could be done with approximately 5,000 lineal feet of Elm Creek and additional water quality improvements to satisfy the TMDL requirements.

Part of the stabilization strategy was to work with the school and City parks department to establish and program a greenway along Elm Creek, including cross country trails, tree clearing, buffer re-establishment and protection of priority maple-basswood forest plant communities and Threatened and Endangered species (northern long eared bat, Blandings turtle).

Rice Creek. Wenck designed the plans to relocate and re-meander Rice Creek as a subcontract to the Twin Cities Army Ammunition Plan (TCAAP) Site Redevelopment Infrastructure Development and Design Project. The selected design relocated Rice Creek from its past location to a new alignment that went around a proposed roundabout and fit within the new roads and bridges. Historically this reach of Rice Creek had been straightened so this project provided the opportunity to return this reach back to a more gentle channel slope, increasing the channel length from approximately 850 feet to 1,350 feet. As an opportunity for ecological restoration a major emphasis of the project in addition the new channel alignment was on integrating habitat features for non-game species of turtles, snakes, fox and birds.



3. Experience with innovative and alternative watershed management approaches that integrate water resources engineering with natural resource management.

We help build healthy, resilient legacies. Development of innovative and collaborative projects requires an understanding of goals and objectives at not only a local but national perspective. Wenck's 35 years of experience working not only with Federal partners (US Army Corp of Engineers, EPA, FEMA) but state partners (Minnesota DNR, MPCA, BWSR) and academia allows projects to have greater impact on the landscape. Bringing together the goals of each of these entities creates synergy which propel projects and programs to launch. Understanding how partner agencies work also unlocks funding for implementation of projects. Wenck has developed a distinguished track record for retaining grant funds for our clients through partner agencies. For the recently announced 2021 Clean Water Fund Grants, we assisted our clients in securing nearly \$2M of the \$11M awarded (18%).

Iron-Enhanced Sand & Biochar. Wenck continues to assist the Coon Creek WD and Shingle Creek WMO with the implementation of iron-enhanced and biochar filters. Biochar added to iron-sand filters has been shown in lab experiments to effectively remove bacteria such as *E. coli* from stormwater; these applications are the first field demonstrations of this new technology in the nation. Wenck's familiarity with cutting-edge science and understanding of the funding criteria resulted in an innovative solution that can be implemented in situations with limited opportunities for reducing bacteria from urban sources.

Drone Technology. Wenck utilizes small Unmanned Aircraft Systems (sUAS, aka "drones") to capture aerial property views, conduct topographic surveys, and collect crop data for agribusiness clients. We deliver high end video and photography presentations to document our findings. Our clients utilize these visuals for marketing and public relations opportunities. The use of sUAS saves time, money, and limits risk, in addition to adding tremendous visual value to our clients' portfolios.

Geographic Information Systems. Wenck utilizes GIS to efficiently manage our projects. Applications range from simple database management and mapping to complex GIS-based hydraulic and water quality modeling. The data we collect allows us to provide a thorough analysis and recommendations that can be readily implemented. In addition, we provide ongoing GIS contract support and database development and have integrated GIS with field data collection devices.

Stormwater Reuse. Wenck has assisted our clients with several stormwater reuse projects. Our team members have intimate knowledge of the reuse systems at Allianz and CHS Fields through the Capitol Region WD permitting process.

Wenck has also designed or assisted with reuse systems connected to stormwater ponds. Perhaps the largest reuse system in the state is one that Wenck designed for an industry in the Twin Cities. The pond collects all runoff up to a 100-year storm and then a pump system sends it to be reused as process water.

Sand Filter Research. Wenck was selected by the Minnesota Stormwater Research Council (MSRC) to assess the performance of underground sand filters. Surface sand filters are well understood and have been used for decades to treat stormwater in areas that have poor or contaminated soils. In urban settings, though, an increasing number of designers opt for underground filtration systems, which are designed with the same principles as surface systems but take up less space. However, they are harder to maintain and therefore tend to be treated with the "out of sight, out-of-mind" principle. This study will investigate if these systems are appropriate to install and if they have similar performance as their above ground counterparts.

MTD Research. Wenck systematically reviewed five manufactured treatment devices (MTDs) with the goal of providing Capitol Region WD with a recommended credit value that could be applied toward their volume management standard. This evaluation process considered phosphorus removal efficiencies, third-party verification, and climate/precipitation data.

MTD performance was evaluated based on pollutant removal efficiencies, with a specific focus on total phosphorus (TP) removal; particulate phosphorus (PP), which is attached to or a component of particulate matter; and dissolved phosphorus (DP) which is soluble. We recommended 55-68% volume credit based on the level of DP removal documented by third-party review agencies.

With Wenck's merger with Stantec, SCWMO now has immediate access to international experts. For example:

Stantec eDNA. Environmental deoxyribonucleic acid (eDNA) is DNA that is naturally shed by organisms into their environment, such as streams, rivers, oceans, soils, even in fecal matter. By sampling the habitat in which species live, we can detect their presence without having to capture, handle, or even see the organisms we are looking for.

From conserving biodiversity to aquaculture monitoring, environmental DNA (eDNA) tools are proving to be reliable, sensitive, species-specific, and safe for the organisms being studied and the habitats in which they live. We have a growing number of DNA laboratory partners so that we can provide eDNA services where you work.

Compared to conventional survey methods involving capture or observation, eDNA tools are more cost-effective, safer for field staff, and can provide rapid results in the field to detect the species being studied, with the potential to shave substantial time off of your project schedule.

4. Engineering design and timely construction management and inspection.

In the SCWMO, for the most part capital projects are completed by the member city or cities in which the project is located. Commission-led projects are limited to research projects. We have been gratified by the trust of the member cities that have elected to engage Wenck to assist with their projects.

Wenck collaborates with our clients from concept through completion and beyond. We take the time to understand not only your immediate need but your organization's overall goals. In addition to keeping your scope, schedule, and budget in alignment, we also place great emphasis on another critical project component – safety. We know that people are an organization's greatest asset, and our team is mindful of our client, subcontractors, and the general public on every project site. We represent you by working with regulators through the jurisdictional permitting process and with contractors to oversee your project from concept through construction. We offer civil engineering, design, specifications, bidding, and construction management expertise.

One recent project was completed for the City of Crystal, which is now home to one of the largest underground stormwater infiltration systems in the state of Minnesota. A study evaluating ways to add stormwater quality treatment to a fully developed commercial and residential area identified the City's flagship park, Becker Park, as an ideal location for a regional water quality improvement project. The opportunity to house the system underground, aided by \$1.475 million in non-City grant funds, inspired the City to scale up the project and seize the opportunity to redesign the park to better serve the community.



Wenck's multi-disciplinary team was involved throughout the entirety of the project and provided a range of services including project identification, grant writing, surveying, environmental due diligence, design, construction observation, and post-construction system monitoring. The project was retrofit into the City's storm sewer network and diverts stormwater into a 1.45-mile network of 6-foot

diameter perforated pipes beneath the park. The perforations in the pipe allow for captured stormwater to seep into and filter through surrounding soils. Prior to the project, the stormwater from the mixed commercial/residential landscape was untreated and routed directly through the storm sewer network to the impaired Upper Twin Lake. The project also provided an ancillary benefit of increasing flood storage, resulting in slight reductions of localized street flooding. When underground work was complete, there was room for new recreation facilities including an accessible playground, splash pad and a performance space.

Construction Management Experience. Wenck manages over \$200 million in construction projects annually. Our experience ranges from small stormwater ponds to 84-inch water transmission lines. Our team understands how to implement and manage construction projects to limit client liability and long-term operation and maintenance. We also take great pride in ensuring a safe work environment. Wenck is continuously improving our understanding on the best practices for construction and technologies when constructing projects.

Erosion & Sediment Control Inspections.

Wenck conducts erosion and sediment control inspections on behalf of MnDOT, Capitol Region WD, Coon Creek WD, and the Cities of Dayton and Lakeville. Inspections are performed to ensure project compliance with the MPCA general construction stormwater permit (MNR100001). Project types include urban mixed-use developments, single family home developments, road and highway reconstruction, bridge rehabilitation, parks and trails rehabilitation, and industrial site remediation.



Inspections include observing BMP functionality, inspecting surface waters, drainage ditches and conveyance systems for sediment deposition and erosion, and inspecting for temporary and permanent stabilization compliance. Other responsibilities include writing and disseminating reports documenting the observed findings and corrective actions, and communicating/coordinating inspections and corrective actions with contractors and owners.

Wenck has developed digital applications to improve inspection and reporting efficiency, and to facilitate clear, consistent communication among stakeholders. These tools can be customized to meet your needs.

PROFESSIONAL FEE SCHEDULE

Wenck prides itself on providing value to our clients. We would be happy to provide references on request to attest to the quality of our work. Our fee schedule appears below.

2021 Hourly Rates

Classification	Hourly Rate	Key Personnel
Administrative Support/Technician	\$65 - \$90	Interns, Admins
Professional I	\$103 - \$128	Dietrich, Hyams, Kemmitt, Omodt, Stone, Weis
Professional II	\$141 - \$165	Berry, Boll, Megow, Mullen, Strom, Wilkinson
Professional III	\$175 - \$195	Madejczyk
Professional IV, V and Officer	\$205	Matthiesen, Spector

- Classifications listed above refer to the firm's internal system for billing purposes. The term "Professional" refers to engineers, scientists and business professionals.
- Invoices are due upon presentation. Invoice balances not paid within thirty (30) days of invoice date are subject to 1-1/2% (18% annual) interest or finance charge.
- Rates to be adjusted annually.

Specialized Equipment

Equipment	Rate
Boat and Motor	\$100/day
Canoe/Kayak	\$25/day
Electrofishing Boat	\$1,000/day
Gill Nets	\$45/day
HT-2000 Battery Backpack Electro-Fisher	\$350/day
Jon Boat	\$40/day
Lowrance Sonar	\$60/day
Seine Net (50 feet)	\$75/day
Trap Nets	\$50/day
BioBase Sonar Data Processing	\$150/day
Hydrolab Data Sonde	\$100/day
In-Situ Data Logger & Transducers	\$90/day



now part of



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TROY J. GILCHRIST

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Email: tgilchrist@kennedy-graven.com

Also: St. Cloud Office
501 W. Germain Street, Suite 320
St. Cloud, MN 56301
1-320-240-8200

December 10, 2020

VIA EMAIL ONLY
judie@jass.biz

Judie Anderson
Shingle Creek Watershed
Management Commission

**RE: Response to Request for Letter of Interest Proposal for Legal Services
(2021-2022)**

Dear Judie:

Please accept this letter as the proposal of Kennedy & Graven, Chartered to continue to provide legal services to the Shingle Creek Watershed Management Commission ("SCWMC").

I. KENNEDY & GRAVEN, CHARTERED QUALIFICATIONS

Kennedy & Graven has made a commitment to the representation of public bodies as a mainstay of its practice. More than 90% of the revenues of the firm are derived from the practice of municipal law. We currently serve as city attorney for civil matters for the following 50 cities: Biscay, Belle Plaine, Brooklyn Center, Brooklyn Park, Cokato, Cottage Grove, Crystal, Faribault, Franklin, Fridley, Greenwood, Holdingford, Hopkins, Independence, Kenyon, Lake City, Lake Elmo, Lauderdale, Mantorville, Maple Lake, McGrath, Maplewood, Medina, Minnetonka Beach, Minnetrista, Mound, Mounds View, Nerstrand, New Brighton, New Prague, Nicollet, Oak Grove, Oakdale, Osseo, Pine Island, Rice, Richfield, Robbinsdale, Rogers, Rosemount, Sandstone, Shakopee, Spring Park, Tonka Bay, Victoria, Wahnkon, Watson, West Concord, White Bear Lake, and Woodbury.

We also represent a large number of housing and redevelopment authorities, economic development authorities, port authorities, charter commissions, towns, joint powers organizations, watershed management organizations, school districts, and other special purpose political subdivisions as general counsel. We have represented a large number of Minnesota cities as special counsel on

Judie Anderson
December 10, 2020
Page 2

specific projects on a broad range of municipal law matters. These have included Minneapolis, St. Paul, the Minneapolis Park and Recreation Board, and St. Anthony as well as Bloomington, Burnsville, Duluth, Minnetonka and scores of others.

Over the years we have developed considerable experience in nearly all of the legal issues faced by cities and other units of local government. The experience of the firm that relates most directly to the work of the SCWMC is our practice in the representation of joint powers watershed management organizations, which include the Lower Rum River Watershed Management Organization, the Bassett Creek Watershed Management Commission, the Shingle Creek Watershed Management Commission, the Middle St. Croix Watershed Management Organization, the Mississippi Watershed Management Organization, the Vadnais Lakes Area Watershed Management Organization, and the West Mississippi Watershed Management Commission. However our ability to provide services to such organizations is significantly enhanced by our experience in serving other governmental clients. As city attorney for a large number of municipalities and special counsel for many others, we advise our clients on the full range of local government issues on a daily basis. Additionally, the firm is nationally recognized as approving bond counsel. In this connection, we have given approving opinions and provided services relating to municipal finance matters (including financing of storm sewer facilities and county ditches) for several hundred cities, counties, school districts, and other such organizations throughout the state and, to a lesser extent, outside of the state of Minnesota.

This experience has not only allowed us to develop considerable experience in all matters relating to the activities of WMO's, but has given us a good understanding of the problems and concerns of cities. We believe that this understanding has helped in continuing a harmonious relationship between our WMO clients and their member cities and avoiding the problems and conflicts that can occur between cities and watershed districts. We take pride in the firm's broad understanding of the legal, economic, and political environment facing the public sector in Minnesota.

II. PROJECT TEAM QUALIFICATIONS

We follow a team approach in representing our clients so that the considerable expertise and experience of all of the 34 attorneys of the firm can be brought to bear on the problems or issues of any one client. However, we propose Troy Gilchrist continue to be primarily responsible for the work for the SCWMC. I have been practicing law since 1992. My practice is devoted exclusively to representing local government clients. I am currently the attorney for the Shingle Creek Watershed Management Commission, the Lower Rum River Watershed Management Commission, the Mississippi Watershed Management Organization, the Middle St. Croix Watershed Management Organization, the Vadnais Lakes Area Watershed Management Organization, and the West Mississippi Watershed Management Commission. I am the City Attorney for the cities of Brooklyn Center, Crystal, White Bear Lake, Mound, Rice, Biscay, and Watson, I have provided special services to others cities at the request of the League of Minnesota Cities, serve as the Town Attorney or Special Counsel to over 250 towns across the state, and I represent the Lake Minnetonka Conservation District, economic development authorities, the Greater Bemidji Area

Judie Anderson
December 10, 2020
Page 3

Joint Planning Board, the Walker Area Joint Fire Department, Hastings Rural Fire Association, and other joint powers entities.

Although my work for other joint powers WMOs is most directly related to the legal needs of the SCWMC, my representation of cities, towns, and of the Lake Minnetonka Conservation District has given me the opportunity to be involved in many other ways in surface water management issues, the Wetland Conservation Act, public contracting, the state open meeting law, local land use issues, joint powers organizations, financing of public improvements, intergovernmental relations, environmental law and public liability for storm water damages.

For the 15 years prior to joining Kennedy & Graven in 2006, I was the Director of Operations and General Counsel for the Minnesota Association of Township Insurance Agency and an attorney with the Minnesota Association of Townships. During that time I conducted training sessions, drafted articles, memos, and risk management materials for elected officials on legal matters, represented towns before state agencies and the legislature, and established and ran the self-insurance programs for towns.

III. RATES

I proposed a rate of \$203 for 2021, which was the rate previously approved, but not implemented, for 2020. I propose a rate of \$205 for 2022.

IV. INSURANCE

The firm maintains coverage in the amount of \$5,000,000 for professional liability and in excess of that amount (including umbrella coverage) for general commercial liability.

V. CONCLUSION

If we can provide you with any additional information that would be helpful to you in selecting legal counsel, please do not hesitate to give me a call.

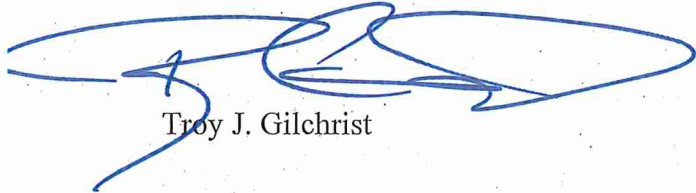
We would be happy to provide references on request. However, we would also encourage you to feel free to call representatives of any of the watershed management organizations or the city managers or administrators of any of the cities noted above that we represent as legal counsel, about the services provided by our firm.

We believe that Kennedy & Graven is uniquely suited to serve the SCWMC. We know of no other firm that has the depth and breadth of experience in representing local government units in Minnesota as Kennedy & Graven, and we pride ourselves in providing quality service to our public clients.

Judie Anderson
December 10, 2020
Page 4

At Kennedy & Graven, our commitment to representing local government units represents not only an interest in such work but a firm belief that the work of local government units is important. We would very much appreciate being given the opportunity to continue to serve as legal counsel to the SCWMC.

Very truly yours,

A handwritten signature in blue ink, appearing to read 'Troy J. Gilchrist', is written over the closing text. The signature is stylized with large, sweeping loops.

Troy J. Gilchrist



3235 Fernbrook Lane
Plymouth, MN 55447
(763) 553-1144
Fax: (763) 553-9326

January 4, 2021

Andy Polzin, Chair
Shingle Creek Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

Dear Mr. Polzin:

In accordance with state law and the recent publication in the *State Register*, please accept this letter as an expression of JASS' interest in continuing to provide administrative services for the Shingle Creek Watershed Management Commission. Below is a brief listing of the services JASS currently provides to the Commission.

- Facilitates and attends regular, Technical Advisory Committee, budget, and other special meetings. Establishes effective administrative procedures. Creates minutes, maintains documents of the Commission as governed by Minnesota Statute 138.17.
- Assists the Commission's engineering consultant in the coordination and facilitation of strategic planning and implementation, provides project oversight.
- Acts as liaison between the Commission and the public, member communities, county, state and federal agencies, watershed management organizations, and the technical and legal advisors of the Commission. Facilitates communications among the Commission's members and stakeholders.
- Serves on the West Metro Watershed Alliance (WMWA). Coordinates educational activities and other outreach events. Assists in developing educational programming for citizens, public officials, educators, students, and city staffs.
- Judie Anderson serves as Deputy Treasurer of the Commission and is responsible for oversight of the Commission's financial transactions and internal controls of Commission financial management among JASS staff. She assists with the annual audit and development of the Commission's annual operating budget. Anderson also oversees the Commission's website content and provides monthly and annual reporting.
- Amy Juntunen serves as JASS' Vice President of Operations, and Anderson's primary back-up to the Commission. She also serves as administrative support for WMWA.
- Beverly Love is responsible for the day-to-day financial operations of the Commission, assists with the annual audit, and oversees administrative coordination for project reviews.
- Other staff members provide ongoing records maintenance, maintain the Commission website, coordinate meeting packets, and serve in various other ancillary roles.

- JASS has the personnel and equipment to maintain an efficient and effective general office environment. Our current billing rates range from \$60.00/hour for office support to \$75.00/hour for meeting attendance and offsite administration.

In addition to the Shingle Creek Commission JASS also provides administrative services for the Pioneer-Sarah Creek, West Mississippi, Elm Creek and Mississippi Watershed Management Commissions, the Clearwater River Watershed District, and the West Metro Water Alliance (WMWA), of which the Commission is a member.

We will be happy to provide the Commissioners with any additional information they require.

Sincerely,

A handwritten signature in black ink, appearing to read "Judie A. Anderson". The signature is fluid and cursive, with the first name "Judie" being more prominent.

Judie A. Anderson
President

JAA:tim

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Responses to Solicitations
of Interest Proposals

West Mississippi - 2021-2022							
				pages	Technical pages	Wetland	Legal Admin
Technical Consultants							
		Barr Engineering	3-5	4-Feb	x	x	
		HZ United	7-11	9-May	x		
		Pegasus Group	13-14	11-Oct	x		
		Wenck Associates/Stantec	15-29	26-Dec	x	x	
Legal Consultants							
		Kennedy & Graven, Chartered	31-34			x	
Administrative Consultants							
		Judie Anderson's Secretarial Service, Inc.	35-36				x
West Mississippi - 2019-2020							
Technical Consultants							
		Graef		x			
		ProSource Technologies			x		
		Wenck Associates, Inc.		x	x		
Legal Consultants							
		Kennedy & Graven, Chartered				x	
Administrative Consultants							
		Judie Anderson's Secretarial Service, Inc.					x
West Mississippi - 2017-2018							
					Technical	Wetland	Legal Admin
Technical Consultants							
		Cardno				x	
		Rani		x			
	√	Wenck Associates, Inc.		x	x		
Legal Consultants							
	√	Kennedy & Graven, Chartered				x	
Administrative Consultants							
	√	Judie Anderson's Secretarial Service, Inc.					x
	√	Current consultant					

January 5, 2021

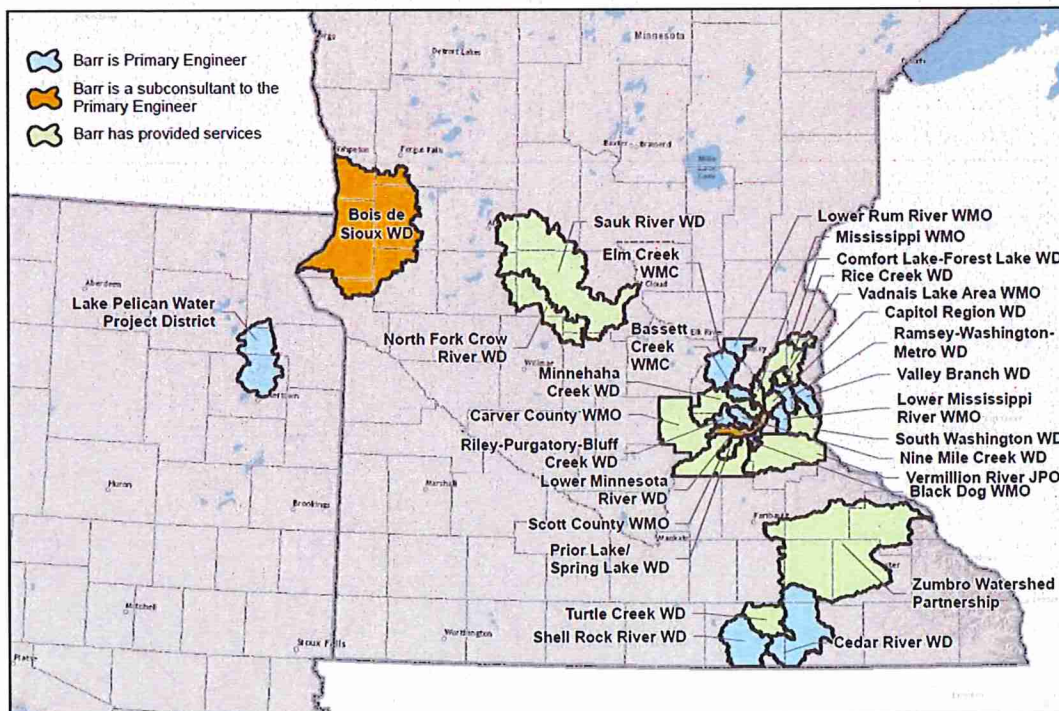
Mr. Gerry Butcher, Chair
West Mississippi Watershed Management Commission
3235 Fernbrook Lane
Plymouth, Minnesota 55447

Re: letter of interest to provide technical consulting services for fiscal years 2021 and 2022

Dear Mr. Butcher:

Although we understand that the West Mississippi Watershed Management Commission is satisfied with their current technical advisor, we are submitting this letter to express Barr Engineering Co.'s interest in serving the Commission should circumstances change. We offer to assist the Commission in any capacity necessary during the current technical advisor's transition to a new owner and any conflicts of interest that could arise from that transition.

In a trusted partner capacity, Barr has provided credible comprehensive water-resources management services to dozens of watershed management organizations for more than 50 years. We have established a reputation as experts in water-resources management, including development review, stormwater and water quality management, watershed modeling, stream and riverbank restoration, site design and meeting facilitation for several major watershed management organizations in the Twin Cities metro area.



Barr offers services to many watershed management organizations.

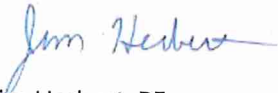
We serve as the primary engineer for 12 watershed management commissions, organizations and watershed districts (see the illustration above), providing a wide range of expertise to watershed organizations across Minnesota.

We are familiar with two of the cities in the watershed through our service to the adjoining Elm Creek Watershed Management Commission.

Barr was founded over 50 years ago as a water resources engineering company, serving some of the earliest Twin Cities watershed organizations. Today, we offer multidisciplinary engineering and ecological services that can meet all the needs of a watershed organization, from urban to rural. Our 125 Minneapolis-based water resources engineers and scientists are backed by nearly 900 professionals in a variety of adjacent technical disciplines. Our breadth and depth of experience means that we can provide an innovative solution to any water resources challenge you encounter.

Thank you for the opportunity to provide this letter of interest. Also attached is our 2021 fee schedule. If you have any questions, require further information, or would like to discuss this further, please contact me (952-832-2784, jherbert@barr.com) or Karen Chandler (952-832-2813, kchandler@barr.com).

Sincerely,



Jim Herbert, PE
Vice President, Senior Civil Engineer



Karen Chandler, PE
Vice President, Senior Water Resources Engineer



Fee Schedule—2021

Rev. 12/26/2020

Description	Rate* (U.S. dollars)
-------------	-------------------------

Principal	\$160-295
Consultant/Advisor	\$185-250
Engineer/Scientist/Specialist IV	\$155-180
Engineer/Scientist/Specialist III	\$125-150
Engineer/Scientist/Specialist II	\$95-120
Engineer/Scientist/Specialist I	\$65-90
Technician IV	\$155-180
Technician III	\$125-150
Technician II	\$95-120
Technician I	\$65-90
Support Personnel III	\$155-180
Support Personnel II	\$95-150
Support Personnel I	\$65-90

Rates for litigation support services will include a 30% surcharge.

A ten percent (10%) markup will be added to subcontracts for professional support and construction services to cover overhead and insurance surcharge expenses.

Invoices are payable within 30 days of the date of the invoice. Any amount not paid within 30 days shall bear interest from the date 10 days after the date of the invoice at a rate equal to the lesser of 18 percent per annum or the highest rate allowed by applicable law.

For travel destinations within the continental U.S. (CONUS) and Canada, meals will be reimbursed on a per diem basis. The per diem rate will be as published by the U.S. Internal Revenue Service (IRS) based on the High-Low method. Full day per diem rates will be pro-rated on travel days. For travel destinations outside the continental U.S. (CONUS) and Canada, meals will be reimbursed based on actual expenses incurred.

All other reimbursable expenses including, but not limited to, costs of transportation, lodging, parking, postage, shipping and incidental charges will be billed at actual reasonable cost. Mileage will be billed at the IRS-allowable rate.

Materials and supplies charges, printing charges, and equipment rental charges will be billed in accordance with Barr's standard rate schedules.

Principal category includes consultants, advisors, engineers, scientists, and specialists who are officers of the company.

Consultant/Advisor category includes experienced personnel in a variety of fields. These professionals typically have advanced background in their areas of practice and include engineers, engineering specialists, scientists, related technical professionals, and professionals in complementary service areas such as communications and public affairs.

Engineer/Scientist/Specialist categories include registered professionals and professionals in training (e.g. engineers, geologists, and landscape architects), and graduates of engineering and science degree programs.

Technician category includes CADD operators, construction observers, cost estimators, data management technicians, designers, drafters, engineering technicians, interns, safety technicians, surveyors, and water, air, and waste samplers.

Support Personnel category includes information management, project accounting, report production, word processing, and other project support personnel.

*Rates do not include sales tax on services that may be required in some jurisdictions.



January 5, 2021

Mr. Gerry Butcher, chair
West Mississippi Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

RE: Proposal for Professional Technical Engineering Services, 2021-2022

Mr. Butcher,

HZ United, LLC (HZU) is pleased to submit this Letter of Interest to provide Professional Technical Consulting and Engineering Services to the West Mississippi Watershed Management Commission for 2021 and 2022.

As a minority-owned certified Disadvantaged Business Enterprise (M/DBE), we regularly partner with other design firms to provide specialized water resources engineering design and construction on high profile projects primarily in the Twin Cities. HZU, formed in 2005, is a civil engineering and environmental planning consulting firm well-suited to provide services for capital project feasibility, design, construction documentation, bid process, construction observation, operation and maintenance planning, 2D river modeling, hydrology and hydraulic modeling, water quality modeling, design and implementation of in-pipe continuous monitoring systems, riverbank restoration and slope stabilization.

HZU is a leading consultant for MnDOT for water resources planning, modeling, and construction management projects, providing comprehensive analysis and creative solutions to maximize benefits with minimum expenditures on retrofitting public drainage systems. A recent HZU innovative solution was to save MnDOT over \$200 million on a potential tunneling construction fee on I-494 corridor. HZU utilized alternative design methods and rerouting to achieve approval from FHWA and associated municipalities. In the end, the reduced project scope is effective in meeting drainage goals while saving public expenditures for all stakeholders.

HZU understands that your staff work closely with your member cities on capital improvement projects (Brooklyn Center, Brooklyn Park, Champlin, Maple Grove, and Osseo). HZU lead the drainage, erosion control, and permitting design tasks for the METRO C Line (Penn Avenue BRT) and METRO D Line (Chicago-Fremont BRT) projects. HZU is also leading the Drainage, Traffic Signals and Lighting Design tasks for the CSAH 152 and Webber Parkway corridor as part of the HDR design team.

The HZU team can provide specialized water resources technical expertise to work in concert with your staff to develop annual work plans based on your updated implementation actions, goals, and strategies. Our specialized team can lend expertise in developing standards and developing technology solutions for your work. We have designed more than 800 hydraulic systems over streams, along wetlands, and adjacent to lakes. We implement concepts and designs that balance both the water quality and quantity responsibilities, and understand the integration of the environmental, policy, and structural needs through application of sound engineering practice.

Please contact Hugh Zeng at 763-551-3699 with any questions and/or requests for additional information. We appreciate the opportunity to join your pool of consultants and we look forward to working with you over the next two years.

Respectively submitted,

A handwritten signature in blue ink that reads 'Hugh Zeng'.

Hugh Zeng, P.E.
Principal Water Resources Engineer
HZ United, LLC

FIRM PROJECT AND CLIENT EXPERIENCE

The following projects highlight the HZU team's experience in water resources, roadway design, floodplain management, environmental engineering, and traffic planning and design. HZU is a pre-qualified consultant for:

- Hennepin County Department of Public Works
- Minnesota Department of Transportation
- City of Minneapolis Department of Public Works
- Ramsey County - St. Paul Dept. of Public Works

Hennepin County CSAH 152 Improvements (Webber 44) in City of Minneapolis

HZU provided Drainage, Traffic Signals and Lighting Design for the CSAH 152 and Webber Parkway corridor as part of the HDR design team. Existing impervious surfaces were converted to green space where feasible, stormwater BMPs were incorporated providing additional stormwater storage and infiltration capacity, and improvements were made to the trunk line drainage system. HZU utilized the City of Minneapolis XPSWMM model to develop a proposed 1D/2D XPSWMM model which was used to evaluate design solutions to eliminate historical flooding near Webber Park. HZU facilitated multi-stakeholder coordination between SCWMC, MPRB, City of Minneapolis SWS, and Hennepin County, to review flood risk reduction options, and determine a final design solution.

METRO D Line Bus Rapid Transit

The D Line Bus Rapid Transit project is an 18-mile BRT corridor in the Cities of Minneapolis, Brooklyn Center, Richfield, and Bloomington. The D Line will substantially replace Metro Transit's Route 5, starting out at the Brooklyn Center Transit Center and ending at the Mall of America. HZU's scope of services included leading the drainage design and was responsible for the applicable stormwater management and NPDES permitting. HZU led coordination of water resources stakeholders, including Hennepin County, the City of Minneapolis, the SCWMC, BCWMC, MCWD, LMRWD, and the MWMO. Our deliverables include drainage plans, tabulations, and profiles as well as associated cost estimates and permitting.

METRO C Line Bus Rapid Transit

The C Line Bus Rapid Transit project provides an efficient, modern arterial bus rapid transit (BRT) corridor in the Cities of Minneapolis and Brooklyn Center. The corridor generally

follows 7th and 8th Streets in downtown Minneapolis, Olson Memorial Highway, Penn Avenue, and Osseo Road/Brooklyn Boulevard in Brooklyn Center. In partnership with the Penn Avenue Community Works project, Hennepin County, and the City of Minneapolis, the Metropolitan Council led, as a part of the C Line station construction project, the reconstruction of eight intersections along Penn Avenue, which included utility work, streetscape, lighting and signal enhancements, and accessible pedestrian improvements.

HZU's scope of services included drainage design for all BRT platforms as well as the eight fully reconstructed intersections. HZU was also responsible for the applicable stormwater management and NPDES permitting. HZU led coordination of water resources stakeholders, including Hennepin County, the City of Minneapolis, the SCWMC, BCWMC, and the MWMO. Our deliverables include drainage plans, tabulations, and profiles as well as associated cost estimates and permitting.

I-94 UBOL Maple Grove to Rogers Design-Build

The Project entails 9 miles of unbonded concrete overlay of the I-94 mainline and ramps between I-494 in Maple Grove and TH 101 in Rogers. The Project adds a lane in each direction between TH 610 and TH 101 and an additional lane in the eastbound direction under the TH 101 bridge, and included reconstruction of the Elm Creek rest area parking lot. The Project is located on I-94 and surrounding streets in Hennepin County in the Cities of Maple Grove, Dayton, and Rogers, MN. HZU is leading the drainage, erosion control, and vegetation design final design tasks, working with MnDOT Metro District, the Cities of Maple Grove, Dayton and Rogers, and the Contractor and their subconsultants.

Ford Parkway (CSAH 46) Drainage and Erosion Improvements for Hennepin County

Ford Parkway Bridge is a historic structure that connects Minneapolis and St. Paul over the Mississippi River. Additional drainage areas and increased flow led to slope failure and bridge footing undermining on the west side of the riverbank. Hennepin County retained HZU as the prime consultant for preliminary engineering, permit application, final design, and construction management. The project required unconventional solutions: shotcrete for the cavity below the

bridge footing, wire-mesh systems over the steep slopes, anchored slope-toe reinforcement, enclosed drainage down rain, gabion mattress below the bridge drip-line, and a gabion energy-dissipation system. The construction limits were kept above the DNR OHWL, simplifying the environmental review process. HZU assisted the County in obtaining permits and agreements with agencies and stakeholders, including the USACE, DNR, MPCA, Ramsey County, City of Minneapolis, MPRB, MWMO, and MCWD. As the Construction Manager for the project construction phase, HZU managed product review, field alternative, park access, tree clearing, and payment application. HZU negotiated the final agreement with the Contractor.

Currie Park Phase I Improvements – Design Services for MPRB

As part of the MPRB South Service Area Master Plan, Currie Park amenities were updated to maximize inclusivity and offer year-round use. An existing wading pool was replaced with a splash pad, removal of a tennis court, and trail upgrades. Impervious area onsite was reduced and the proposed improvements redirect runoff away from impervious surfaces and existing inlet structures to promote filtration and reduce sediment discharge. HZU performed hydrologic and water quality modeling using HydroCAD and P8, a GIS land use analysis, and provided drainage design complying with the City of Minneapolis permit requirements. HZU provided construction documents including Temporary Sediment and Erosion Control Plan, SWPPP, and Storm Sewer Plan. Design team comprised Stantec, BTR, and HZU.

METRO Green (Central Corridor) Line Light Rail Transit for MCES

HZU provided drainage and utility preliminary and final design services to AECOM for the 11-mile LRT connecting downtown Minneapolis and downtown St. Paul. Extensive utility coordination and relocation was required to accommodate the proposed LRT to maintain services for more than thirty private and public utility owners. HZU performed a detailed watershed and hydraulic analysis on the corridor and incorporated a permeable paver-infiltration tree trench system along the University Avenue storm sewer system. This was a tight corridor with existing utilities and in close proximity to building foundations, which are protected by an impervious liner on the boulevard side of the infiltration trench. The infiltration pipe doubles as the storm sewer, conveying the 10-year, 24-hr storm and also provides water to the boulevard trees. Each

catch basin has a 2-foot sump for pretreatment, and each infiltration run minimizes slope to encourage leaking of water into the surrounding aggregate for storage prior to infiltration to the native soils.

METRO Blue Line (Hiawatha) Light Rail Transit Design Build – MCES

Minnesota's first light rail transit (LRT) line, the METRO Blue Line (Hiawatha Light Rail), connects residents and visitors to several major Twin Cities metro area destinations. The 12-mile line also serves 11 Minneapolis neighborhoods and Minnehaha Falls Regional Park. Granite Construction and McCrossan were hired to design and construct the light rail line. The design team was led by Parsons Transportation Group. HZU was responsible for coordinating with rail, traction power, and structural design, preparing roadway, station site, civil utility and drainage construction documentation, including civil plans, special provisions, and environmental permit application. HZU provided additional design services during the construction stage, preparing field design change for unforeseen conditions, coordinating with local watershed districts for permit annual updates.

Hydraulic and Hydrologic XP-SWMM Modeling for Saint Anthony Park Sub Watershed for St. Paul Dept. of Public Works

HZU was tasked with developing the Capitol Region Watershed District (CRWD) XP-SWMM model for inclusion of the Bush Avenue and Desoto Street pond expansion in the City of St. Paul. Two proposed scenarios were modeled using varying infiltration rates and pond storage to evaluate the potential to reduce rates and increase the banked volume credit. The existing pond is part of the CRWD's Trout Brook drainage system. Partnered with Elan Design Lab.

I-494: Airport to Highway 169 for MnDOT

One goal of the proposed improvements to address congestion along the corridor of I-494 from TH 169 to the Minneapolis-St. Paul Airport includes improving drainage systems to reduce localized flooding and reduce runoff into the Minnesota River. The existing MnDOT trunk storm sewer system has insufficient capacity leading to flooding under a 5-year condition. HZU was responsible for the preliminary drainage design and alternative development, conducting a frequency analysis using spatially distributed NEXRAD data and flow sensor monitoring to develop a calibrated XP-SWMM model to better estimate regional flood events with more empirical data.

KEY PERSONNEL QUALIFICATIONS

Team Members	Years Experience	Education	Watershed / Water Resources Planning and Management	Feasibility Studies for Water Quality Improvements	Hydrology, Hydraulic and Water Quality Modeling & Analysis	Urban Stormwater BMP Design and Construction Mgmt	Water Resource Permitting	Geographic Information Systems
Hugh Zeng, PE (MN+)	30	BSCE- Michigan Technological University, 1989 MS - Hydraulics, University of Minnesota, 1997	✓	✓	✓	✓	✓	
Principal Engineer specializing in water resources engineering, stormwater management, water quality improvement, and natural resource protection according to federal, state, and local regulatory standards for transportation and transit projects. Hugh was the Water Resources Task Manager for the Metropolitan Central Corridor Light Rail Project. He led the design effort from planning to final construction documentation and construction management of all drainage utility elements. As the drainage lead for the I-494 project, Hugh is responsible for formulating drainage alternatives and leading the initial analysis.								
Jeremy Ibberson, PE (MN)	13	BSCE – University of Minnesota, 2007	✓	✓	✓	✓	✓	✓
Senior Project Manager and Water Resources Engineer experienced in design and engineering analysis for major transit development projects involving roadway, railway, hydraulics, drainage, sanitary sewer, utility, permitting, and grading design. Proficient with MicroStation, AutoCAD, Sewer CAD, Geopak Drainage, GIS, P8 model, SignCAD, HydroCAD, HY-8, Hydraulic Toolbox, SMS and XPSWMM. Design skills include ADA Ramp Upgrade, Traffic Signal and Signage Design, construction inspection and construction management support related to drainage and erosion control.								
Mark Abrahams, PE (MN)	11	BSEE – Northern Arizona University, 2006 MS – CE, Carnegie Mellon University, 2010	✓	✓	✓	✓	✓	
Senior Engineer experienced in land and watercourse surveying, water and air quality sampling, environmental site assessment, database management, civil site development, building mechanical systems (HVAC), drainage design, turf establishment and erosion control design. Areas of academic focus include and sustainable development and technology policy, sustainable cities design, environmental remediation, green design in engineering and life cycle assessment. Engineering design expertise includes AutoCAD, Civil3D, Microstation, Geopak Drainage, Geopak Site, HydroCAD, HEC-RAS, GIS applications spatial analysis.								
Amanda Bergstrom, PE (MN), CPESC, LEED AP	17	BSGE – University of Minnesota, 2003	✓		✓	✓	✓	✓
Senior Engineer/Project Manager with expertise in hydrologic/hydraulic modeling; stormwater management planning and BMP design; transportation drainage; river and stream hydraulics; bridge scour analysis; LRT bridge and station drainage design, corridor stormwater management and BMP design; EA/EAW; SWPPP; construction observation; ArcGIS, HydroCAD, XPSWMM, HEC-RAS, HY-8, P8, SHSAM; channel capacity and stabilization; regulatory/permitting review of stormwater, erosion control/NPDES permitting, floodplain management/FEMA, and wetland protection/WCA compliance; dam removal; and shoreland/stream restoration.								
Gabe Gubash, EIT	11	BSCE – University of Minnesota, 2004	✓	✓	✓	✓	✓	✓
Senior Transportation Engineer experienced in public infrastructure and transportation improvement projects. He is specialized in Traffic, Water Resources Engineering, Project Management and Intelligent Transportation Systems. Versed in engineering modeling applications and techniques in XPSWMM, GIS, HydroCAD, traffic forecasting modeling programs, and CAD (Microstation, Geopak, AutoCAD). Served as the Project Manager and Design Lead for a MnDOT TH 47 RR crossing feasibility study for Water Quality Improvements, coordinating with the DNR on flood zones from and outlets into the Mississippi River. Lead XP-SWMM modeler for St. Paul H/H Modeling for Saint Anthony Park Subwatershed and I-494: Airport to TH 169 project frequency analysis.								
Chris Erickson, EIT	6	BSCE – University of Minnesota, 2014 BAES – Bethel University, 2011	✓		✓	✓	✓	✓
Project Manager and Senior Water Resources Engineer and with extensive design experience in Water Resources Engineering, handling large-scale modeling and plan development for high-profile Minnesota jobs. Experienced with environmental permitting, water quality modeling, and BMP design. Served as Project Manager and Design Lead for CSAH 152 Improvements, drainage design engineer and hydraulic modeler for I-494: Airport to TH 169 project.								

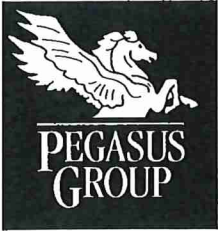
SUMMARY OF RELEVANT PROJECTS

PROJECT NAME	CLIENT / LOCATION / COORDINATION				
	West Mississippi Watershed Management Organization	Hennepin County	Cities of Brooklyn Park/ Brooklyn Center	City of Maple Grove	City of Osseo and Champlin
I-94 UBOL Maple Grove to Rogers Design Build		✓		✓	
Ford Parkway Bridge Drainage and Erosion Improvements		✓			
CSAH 152 (Webber 44) Reconstruction		✓			
Currie Park Phase I Improvements		✓			
METRO Green Line (Central Corridor) LRT		✓			
METRO Blue Line (Hiawatha) LRT		✓			
Grand Avenue Street Traffic Signal and Lighting Design		✓			
METRO D Line BRT		✓	✓		
Final Design of I-35W Stormwater Storage Facility		✓			
10th Avenue SE River Bridge, Historic Bridge Rehabilitation Design Services		✓			
METRO C Line BRT		✓	✓		
METRO Orange Line BRT		✓			
Drainage Design & Stormwater Treatment on I-35W from 43rd Street to I-94		✓			
Stabilize Pier 3, Bridge No. 9 Hydraulic Study		✓			
Lowry Avenue Bridge		✓			
Marquette Avenue and 2nd Avenue South Transit Project (MARQ2)		✓			
Hydraulic & Hydrologic XP-SWMM Modeling for Saint Anthony Park Sub Watershed		✓			
I-494: Airport to TH 169		✓			
TH 36 MNPASS Study					
GEC - TH 94 Design Services					
Saint Paul Storm Sewer Data Acquisition Services					
Cayuga & Maryland Avenue Bridge Replacement – Prelim. and Final Design					

2021-2022 Hourly Rates

Staff	Title/Role	Hourly Fee*
Hugh Zeng, PE	Principal Engineer	\$160/hour
Jeremy Ibberson, PE	Senior Project Manager	\$150/hour
Mark Abrahams, PE	Engineer IV/Project Manager	\$140/hour
Amanda Bergstrom, PE	Engineer IV/Project Manager	\$140/hour
Gabe Gubash, EIT	Engineer III/Senior Engineer	\$124/hour
Chris Erickson, EIT	Engineer III/Senior Engineer	\$124/hour
Kris Manthey, EIT	Engineer II/Project Engineer	\$100/hour
Marcus Lewis, EIT	Engineer II/Project Engineer	\$100/hour
Olivia Crowell, EIT	Engineer II/Project Engineer	\$100/hour
Tim DeCesare, EIT	Engineer I/Graduate Engineer	\$ 87/hour
Sarah Dillon, EIT	Engineer I/Graduate Engineer	\$ 87/hour
Shirley Halejak	CAD Technician IV	\$ 87/hour

*Billing rates subject to a 3% annual increase.



One West Water Street, Suite 280 • St. Paul, MN 55107 • (651) 292-9102 • FAX (651) 292-9107

January 5, 2021

West Mississippi Watershed Management Commission
Attention: Gerry Butcher, Chair
3235 Fernbrook Lane
Plymouth, MN 55447

Re: Letter of Interest for Legal, Engineering & Technical & Administrative Consulting Services – FY 21-22

Dear Mr. Butcher,

Pegasus Group provides Owner Representative Services, managing the project planning, design, construction and post-construction processes for Owners. We are very familiar with public project delivery processes, having provided these services to the State of Minnesota and the Minnesota State Colleges and University system for twenty years.

Pegasus Group exclusively works for and represents owners and their interests in the project delivery process. This is a conscious business decision which enables us to have no inherent conflict of interest with the design or construction of a project. Simply put, we are an extension of the Owner's own resources. We focus on the Owner's goals to establish and manage the process of achieving the goals.

We do this by:

- helping the Owner define the project goals. This is done from the typical perspectives of scope, schedule and budget, but also with an eye to the short and long-term objectives of the Owner as well as from a community and political point of view.
- identifying the Owner's project delivery options and steps; assisting the Owner in determining the project delivery method best suited for each situation; identifying team members needed and their roles/responsibilities to the project team.
- ensuring the Owner understands their role and responsibility to the Project Team.
- leading RFP/selection process for project team members (Design Team, Construction Team, other Owner Consultants).
- detailing the Owner's decision-making process.
- representing the Owner. We serve as the information conduit for the Owner to members of the Project Team and outside entities as well as vice versa.
- establishing the Owner reporting requirements to support their organizational processes – budget, schedule, invoice payment, claims, change orders, etc.

We provide Owner's Representative Services through five different phases of a project:

- Conception/Initiation
- Planning/Design
- Execution/Construction
- Monitoring
- Close-out

BUILDING SUCCESSSM

www.pegasusgrp.net

The members of our staff that we propose to provide Owner's Representative Services include:

1. Pamela Beader, co-founder and Principal with Pegasus Group. Pam has an extensive background in providing public sector Owner's Representative services through all phases of a project. Prior to starting Pegasus Group, Pam was the Director of Design and Construction Services at the University of Minnesota. Her knowledge and experience with public process is extensive. Earlier in her career Pam became the second female licensed Master Plumber in the State of Minnesota, as such, she brings keen construction insight to the project. Pam recently completed a Plaza Renovation project with a rain garden at Minneapolis Community and Technical College and a Plaza Renovation project at the Minnesota Zoo in Apple Valley.
2. Eric Kruse, DBIA, co-founder and Principal with Pegasus. Eric is a results-oriented professional with extensive experience in the planning and development of projects. Eric was the Owner's Representative for Quinnipiac University's development of a second campus on a two-hundred-acre site. The project required new utilities, roads and civil infrastructure, including a detention pond system with a weir dam and outflow monitoring system. There was a high level of public interest in the project from the surrounding community and neighborhoods and extensive interaction with city officials and agencies. Eric will be your main contact with Pegasus Group and coordinate our team with your service needs.
3. Roger Wolff, Owner's Representative. Roger is a Licensed Building Inspector through the State of Minnesota. Roger has significant experience with project planning, the direct oversight of construction activities and coordination of the on-site inspection/quality assurance program. He will work closely with the Project Team to monitor the project schedule and maintain the project plan. He will ensure that the Commission has current information regarding project progress, issues/concerns and pending decisions. Roger has provided Owner's Representative services on numerous Minnesota State projects. Of particular relevance was Roger's oversight of the construction of Metropolitan State University's Jason R. Carter Science Education Center where the project team coordinated with the City of St. Paul, the Capital Region Watershed District and the MPCA's Petroleum Brownfields Program on project issues including utilities and roads, storm and water runoff management and petroleum contaminated soil cleanup.
4. Pamela Handt, Business Manager: Pam will provide administrative support including project budget/fund accounting and document management assistance.

2021 Hourly Rates

Principal	\$129 per hour
Owner's Representative	\$115 per hour
Business Manager	\$65 per hours

Additionally, Pegasus Group charges for direct project expenses at cost for items such as mileage, parking, copies, delivery services, etc.

Pegasus Group is a Certified Woman Owned Business Enterprise (WBE) and Certified Small Business Enterprise (SBE) that engages in the belief that the principals of diversity, equity and inclusion strengthen and enrich the lives of everyone. We have experience championing contract and workforce goals.

Thank you for the opportunity to provide you with this Letter of Interest, we look forward to the next steps in your selection process.

Sincerely,



Eric Kruse, Principal



RESPONSE TO REQUEST FOR PROPOSAL

Professional
Services for Legal,
Engineering and
Technical, and
Administrative
Consulting



now part of



January 5, 2021

Prepared for:

Mr. Gerry Butcher, Chair
West Mississippi Watershed
Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447



now part of



January 5, 2021

Mr. Gerry Butcher, Chair

West Mississippi Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

Dear Mr. Butcher:

The purpose of this letter is to express our interest in continuing to serve as the Engineer for the West Mississippi Watershed Management Commission (WMWMC). We are proud of our working relationship with the WMWMC Board of Commissioners and hope you have been pleased with our services over the past 30+ years.

As the Commission's emphasis has turned to managing water quality in the watershed, Wenck has worked collaboratively with you to set the stage to accomplish this in a cost-effective and fiscally responsible way. We have worked with you in the past to secure your first-ever grant funds to complete the Biochar- and Iron-Enhanced Sand Filters project. We also forged a partnership with the Mississippi WMO to cost-effectively benefit from their expertise in monitoring runoff flowing through deep manholes into the Mississippi. We have also helped the Commission to operate in a fiscally efficient manner as required by its Joint Powers Agreement.

We have assisted the Commission in forging new or expanded partnerships with Hennepin County Environment and Energy, USGS, MnDOT, MnDNR, Three Rivers Park District, the University of Minnesota, and adjacent watershed organizations to leverage funding, expand services, undertake research, and provide education and outreach opportunities.

In partnership with the Commissioners, we have accomplished the following in recent years:

- ▲ Began a program of systematically undertaking detailed subwatershed BMP analyses in Champlin and Brooklyn Center, and provided technical assistance to member cities to implement their own BMP projects.
- ▲ Kept the Commission abreast of new technologies and research, changing Best Management Practices, and regional and state policy discussions such as the Upper Mississippi Bacteria TMDL.
- ▲ Developed a significant Education and Outreach program that provides a variety of information and outreach opportunities to various stakeholders in the watershed and expanded those efforts with the West Metro Water Alliance (WMWA).
- ▲ Developed and implemented a watershed hydrology and water quality monitoring program.

We propose Ed Matthiesen as Commission Engineer for the SCWMC, along with his primary support staff of Diane Spector, Erik Megow, Jeff Strom, Katie Kemmitt, Nick Omodt, Ali Stone, and Wes Boll. Ed has more than 30 years of water resources engineering and planning experience and has developed a detailed knowledge base of the watershed over his years of experience with the SCWMC. Several other team members also provide services to the Commission and are available to assist on programs and projects as necessary. More information about our team is in the attached Statement of Qualifications.

Gerry Butcher, Chair
West Mississippi Watershed
Management Commission
January 5, 2021



We know that during the period 2021-2022 the Commission will be embarking on its Fourth Generation Watershed Management Plan. Wenck has worked with you to prepare the First, Second, and Third plans. Our deep and intimate knowledge of the watershed, its issues and opportunities will be beneficial in developing a successful Fourth Gen plan that meets the member cities' needs and goals.

Wenck is committed to providing the WMWMC with outstanding service. You are a valued client for us and we are committed to assuring that the water resources and stormwater management projects continue as planned and yield results in a cost-effective, efficient, and responsive manner.

As you review our proposal, please note that effective January 1, 2021, Wenck has joined Stantec, a community that unites approximately 22,000 employees working in more than 350 locations across 6 continents. Stantec is designers, engineers, scientists, and project managers, innovating together at the intersection of community, creativity, and client relationships. Balancing these priorities results in projects that advance the quality of life in communities across the globe.

Our relationship with you is our number one priority. You will continue to see the same people, doing business with you with the same goal: to deliver great design with the highest level of service. Our complementary capabilities, market presence, and cultures will create the opportunity to provide more clients with a broader range of services, worldwide. We are excited to become part of a company that cares about creating communities as much as we do.

Enclosed are the qualifications of our proposed project team, and information about the types of services we provide. We certainly appreciate the opportunity to respond, as well as the opportunity of working for the WMWMC over the last 30 years. Please feel free to contact Ed Matthiesen at (763) 252-6851 or our Water Resource Group Manager Chris Meehan at (763) 252-6844 if you or the Commissioners have questions or require additional information.

Sincerely,

Wenck, a Stantec Company

A handwritten signature in black ink, appearing to read 'Ed Mat'.

Ed Matthiesen, P.E.
Principal Watershed Engineer

A handwritten signature in black ink, appearing to read 'Diane Spector'.

Diane Spector
Senior Water Resources Planner

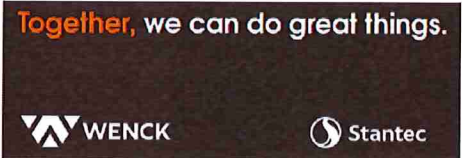
PROPOSAL FOR WMWMC TECHNICAL CONSULTING SERVICES

ABOUT US

On January 1, 2021, Wenck joined Stantec, a community of designers, scientists, engineers, and planners who collaborate across disciplines and markets to develop innovative solutions. Together we will work to advance the quality of life in your community and across the globe.

Client relationships have always been our number one priority at Wenck. That will not change as we join Stantec. We understand the WMWMO's mission and strive to be not only a responsive partner but a strategic advisor. While the name of our business will change, you will continue to see the same people delivering your projects. As always, our goal remains to deliver exceptional outcomes on all your projects and constantly exceed your expectations.

Together, Stantec and Wenck will work to deliver innovation and continuous improvement for the long-term. This means bringing you specialized expertise at a price that maintains your competitive advantage. And it means creative and custom solutions that will provide efficient, reliable, and flexible services.



We're excited to become part of a company that cares about creating communities as much as we do. Through this merger, our local team and reputation for quality watershed management services will remain.

We are a united team of engineers, scientists, and construction professionals prepared to deliver integrated watershed management services. We are known and trusted for our technical excellence, and our experienced team can help manage every aspect of your most complex projects. Working jointly with all stakeholders, we are your responsive partner committed to producing exceptional outcomes for your organization.

WATER IS IN OUR DNA

Our water team members have dedicated their careers to watershed/ natural resource engineering and science for watershed district clients locally and nationally. We bring our experience from all over North America to produce better outcomes for you. Our watershed clients include agricultural watersheds in greater Minnesota, Metro-area urban watersheds, and a watershed in the Boundary Waters Canoe Area Wilderness. Wenck's focus on exceptional outcomes has led to our work being nationally recognized for innovation and value by our peers.



Our focus is to foster strong relationships and develop technical solutions which achieve outcomes that lead to further success in our communities. Through a partnership approach to planning and implementation, our clients see success on the landscape and in their communities. Through this lens, our team has implemented thousands of programs and projects throughout the nation.

We help build healthy, resilient legacies. Not only does the team we have assembled understand watershed management and facilitation, but we also have on-the-ground experience with BMP planning/design, floodplain management, riparian buffers and drainage, stream restoration, lake and wetland management, wastewater management, forest management, groundwater modeling, water supply studies, and subsurface investigations. We have worked with and for local units of government and watershed management organizations around the state and understand their programmatic, organizational and governmental processes.

Proposal for WMWMO Engineering Consulting Services

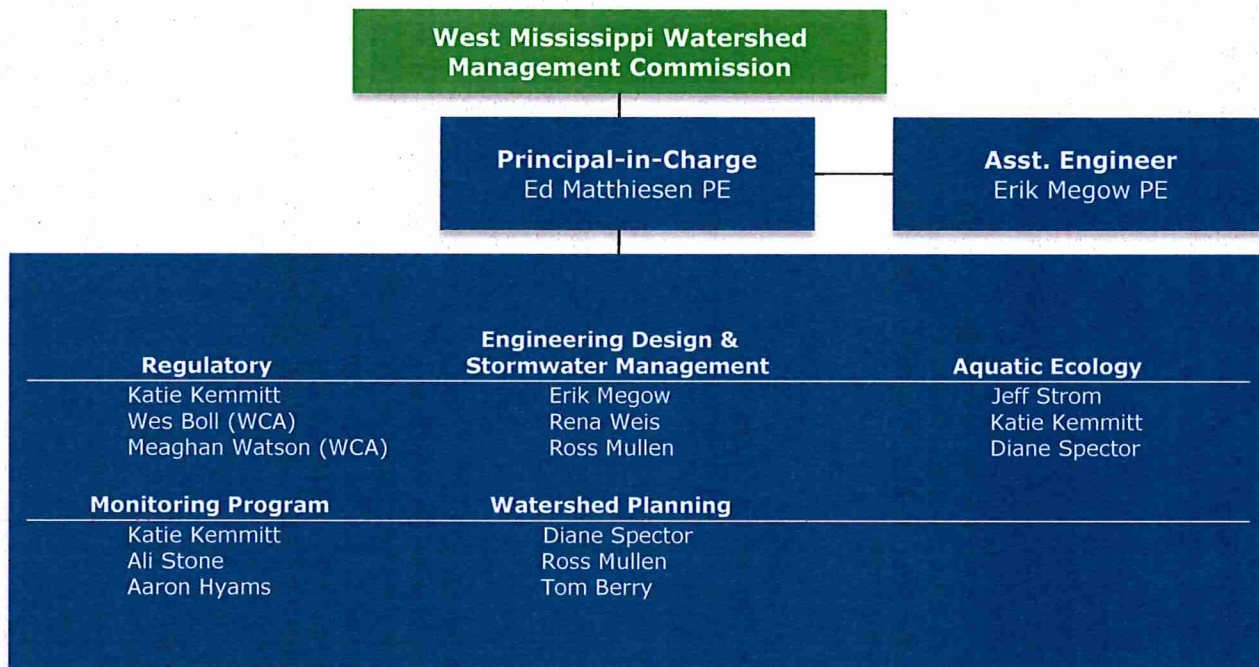
The main point of contact for our team is Ed Matthiesen. Mr. Matthiesen works in our Golden Valley office.

Ed Matthiesen, PE (MN)
Principal Water Resources Engineer
7500 Olson Memorial Hwy Suite 300
Golden Valley, MN 55427
Email: ematthiesen@wenck.com
Phone: 763-252-6851

OUR WATER WHY – Our purpose is to help protect the most important natural resource the world has: its water. Our mission is to collaborate with our clients to protect and improve water quality and availability.

WENCK PROJECT TEAM

The Wenck project team for WMWMC is detailed below. We expect most services to be provided by these staff. However, we have over 60 local water resources staff ready to support you. Project managers will include Ed Matthiesen, Erik Megow, Diane Spector, Jeff Strom, and Katie Kemmitt. Ed will be your main point of contact, but you may contact any Wenck staff at any time to ask questions.



Ed Matthiesen, PE (MN)

Principal Water Resources Engineer

- 30 years professional experience in the water resources and environmental engineering fields.
- District Engineer for three Twin Cities area watershed districts and four Joint Powers Associations
- Has completed channel stabilization and restorations; comprehensive stormwater plans; outlet structure and storm sewer design; aquifer analysis; water quality protection plans; design and construction of lift stations; biological sampling; and chemical modeling of leachate.
- Duties include feasibility studies; review of proposed developments for watershed clients; design of stormwater management facilities; and watershed-wide H & H studies.
- His career is focused on protecting people and property from flooding and improving the quality of stormwater runoff.



WENCK PROJECT TEAM (CONT.)

Diane Spector

Senior Water Resources Planner

- 20+ years of experience in project planning and management.
- Master's in Environmental Science and Policy
- Specialties include watershed and local water management plans, stream assessments, stream stressor ID studies, total maximum daily load (TMDL) studies, educational program development, and public participation planning.



Jeff Strom

Water Resource Scientist

- 12 years of experience focusing on water quality modeling, data processing and analysis, Geographic Information Systems (GIS), and technical report writing to support various watershed plans.
- Master's in Water Resource Science
- Specialties include lake management plans, TMDL projects and implementation plans, and WRAPS studies.



Ali Stone

Water Resources Scientist

- 2 years of experience as an intern providing monitoring and data analysis services. Will become full time in February 2021.
- Master's in Geological Engineering (exp spring 2021)
- Specialties include field services, data collection and analysis.



Erik Megow PE

Project Engineer

- 8 years of experience on projects including H & H modeling and BMP design and construction oversight
- Bachelor's in Mechanical Engineering, Physics
- Specialties include hydrologic and hydraulic modeling, watershed permitting, and stormwater design.



Meaghan Watson

Environmental Scientist

- 8 years of experience providing environmental permitting and compliance.
- Bachelor's in Environmental Science
- Specialties include wetland delineations, WCA enforcement, and Environmental Site Assessments.



Aaron Hyams

Environmental Scientist

- 1 year of experience as an intern providing monitoring, data analysis, and GIS services. Will become full time in January 2021.
- Bachelor's in Environmental Science, Political Science and Government
- Specialties include using GIS to analyze water resources spatially, data collection and analysis, and soil science.



Tom Berry

Senior Planner

- 20+ years of experience in project planning, development, and management in both the public and private sectors.
- Master's in Community and Regional Planning
- Specialties include public process, program administration, hazard mitigation planning, and floodplain management.



Katie Kemmitt

Water Resources Scientist

- 5 years of experience in BMP monitoring and assessment.
- Master's in biology.
- Specialties include lake management, BMP assessment, and synthesizing and communicating data.



Rena Weis, EIT

Water Resource Engineer

- 3 years of experience on water resources projects.
- Master's in Civil Engineering
- Specialties include hydrologic and hydraulic modeling, data analysis, construction oversight, and Phase I Environmental Permitting.



Ross Mullen, PE, CFM

Project Manager

- 9 years of experience on water resources projects
- Bachelor's in Civil Engineering.
- Specialties include, hydrologic and hydraulic modeling, data analysis, floodplain analysis, and design of hydraulic infrastructure.



Wes Boll, CWD

Wetland Scientist

- 19 years of experience providing wetland management, biological inventories, and surface water quality monitoring.
- Bachelor's in Environmental Studies with Biology Emphasis
- Specialties include wetland delineation and functions and values assessments, wetland mitigation planning, and WCA enforcement.



WENCK QUALIFICATIONS

Wenck and Stantec are full-service engineering and environmental firms. We've highlighted some of our relevant strengths below to illustrate our breadth of experience.

1. Experience with watershed management organizations within the metropolitan area.

Wenck routinely works for many Minnesota watershed districts and organizations, and our water team has worked with nearly all the WMOs in the Metro area in some capacity. More specifically, members of the Wenck team regularly work for:

- Coon Creek WD (general engineering, permit reviews, capital projects);
- Shingle Creek and West Mississippi WMOs (general engineering, project reviews, lake and stream monitoring, capital projects)
- Capitol Region WD (rule writing & revisions, permit reviews, capital projects);
- Minnehaha Creek WD (rule revisions, capital projects, water quality & quantity modeling); and
- Vermillion River WMO (water quality & quantity modeling).



Permitting & Project Review. Wenck has developed a strong reputation with Minnesota watershed organizations for our ability to effectively develop, implement, and oversee water resource permitting and project review programs. Wenck understands the importance of effective regulatory programs, which is why we emphasize timely response to applicants, develop innovative solutions, and effectively communicate with applicants to meet Watershed goals.

We understand the harmony needed to blend economic development and livable communities with protecting natural resources. The Wenck team reviews several hundred developments annually for watershed clients. We understand how municipalities and government entities interact with agencies like watershed management organizations.

While "protecting the resource" is of utmost importance, we are keenly aware of the cost of permit programs and review timeframes. Despite increases in staff billing rates, we have worked more efficiently and refined our review process to keep review costs low. Most of our watershed clients expect reviews to be returned within seven days. We strive for a four-day review period. We do not want Wenck or our client to be the reason a project is delayed!

WCA Administration. Wenck has assisted a number of cities and watersheds with the administration and enforcement of the Wetland Conservation Act (WCA). Wenck works with the MN Board of Water and Soil Resources (BWSR) to administer WCA rules and distribute the necessary Notices for projects in and adjacent to wetlands in each unit of government. Wenck reviews wetland delineations to ensure that they are conducted accurately according to the 1987 Army Corps of Engineers Manual and Regional Supplements. Wenck participates in pre-application discussions to assist applicants with the interpretation of WCA and other wetland regulations. Wenck also coordinates Technical Evaluation Panel (TEP) meetings to facilitate the review and approval of applications.

Watershed and Local Water Management Planning. Wenck has completed over 75 Watershed and Local Water Management Plans in Minnesota, including multiple generations of plans for some clients. Clients have ranged from agricultural watersheds in greater Minnesota, Metro-area urban watersheds, and a watershed in the Boundary Waters Canoe Area Wilderness. We have also completed several Watershed Restoration and Protection Strategy (WRAPS) reports, integrating TMDL results with more detailed protection and restoration implementation plans.

Proposal for WMWMO Engineering Consulting Services

Within the Metro area, we have within the last several years completed watershed and local plans for:

- Minnehaha Creek Watershed District
- Coon Creek Watershed District
- Shingle Creek and West Mississippi WMOs
- Elm Creek WMO
- Pioneer-Sarah Creek WMO
- Eagan-Inver Grove Heights WMO
- Eden Prairie
- Chanhassen
- Inver Grove Heights
- Eagan
- Dayton
- Corcoran

Additionally, Wenck staff has compiled natural resource inventories using state-of-the-art techniques including Indexes of Biological Integrity (IBI's), GIS and MnRAM. Recent examples include natural resource plans for Burnsville, Hanover, Cloquet, Eden Prairie, and St. Cloud, and the Minnehaha Creek Watershed District's innovative Ecosystem Evaluation Program (E-Grade), which formed the backbone of the District's most recent watershed management plan.

Water Quantity & Quality Computer Modeling. Wenck views models as tools to help solve problems and we believe that the bigger the toolbox the better the solution. Our approach to modeling is that there isn't one solution, but there is a right solution for your problem. This is why our team continually looks for improvements to traditional modeling methods, which can help drive better decision-making.

One example of our modeling experience is our use of a 2D PCSWMM model showing the flood mitigation benefit of two underground infiltration systems in the City of Crystal – the Becker Park and Kentucky avenue systems. This model used a GIS overlay to show the potential decrease in extent and depth of flooding.

Communication. Wenck staff have extensive experience communicating effectively with stakeholders at all levels. The Wenck team is acquainted with key agency staff and works regularly with local, state, USACOE, and other agencies to ensure that engineering and permitting solutions meet regulatory requirements.

Effective communication with the public is a must when considering options for protecting and improving water and natural resources that may be literally right outside their back door. We have facilitated public meetings, worked one-on-one with property owners, met with school children, and provided web-based and social media communications. Our work as watershed engineers for several watershed districts as well as our project and permit review work with a variety of watershed, city, and county clients have us regularly communicating with staff, Managers, and attorneys. We are well acquainted with the monthly dash to get agenda items done and assembled into the meeting packet and have considerable experience preparing Board memos, agreements, and other reports.

2. Lake, wetland, and stream restoration and management experience.

The Wenck team has extensive experience in protection and restoration of lakes, wetlands and streams, with a special emphasis on shallow lakes management. Our experience ranges from completing diagnostic studies and TMDLs to routine and special monitoring to designing and permitting improvements and providing construction oversight.

Lake Study, Restoration and Management

Our team thoroughly understands the study and diagnosis of lakes in urban environments, and it excels in recommending appropriate and cost-effective rehabilitation methods to meet stakeholder interests. After analyzing data and completing the final report, many of our clients select Wenck to engineer corrective actions that were recommended in the final report.

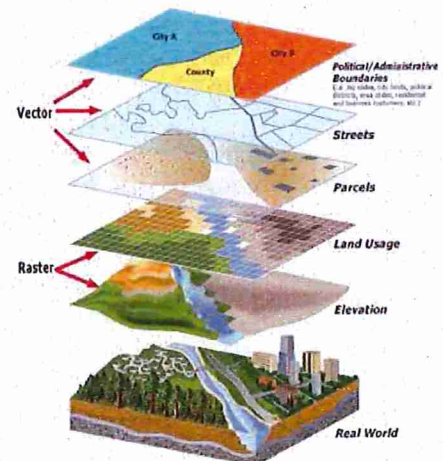
Over the past ten years, Wenck has become the go-to consulting firm for shallow lake studies in Minnesota. Our project team has studied more than 50 shallow lakes from Detroit Lakes to Rochester ranging from protection plans to aggressive improvement plans.



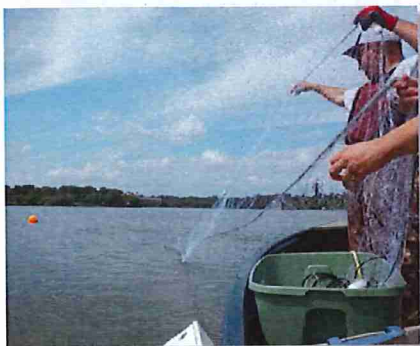
While there are no lakes in the West Mississippi watershed, the following examples illustrate some of our experience with limnology and lake management planning..

City of Eagan Lakes. We completed TMDLs or diagnostic studies and modeling to develop 14 management plans for priority lakes in the City of Eagan. Through Bathtub and XP-SWMM modelling, we were able to develop a systematic Capital Improvement Plan to guide the City for the next 10 years in a comprehensive plan to improve or protect water quality and biological health, while significantly reducing implementation costs and permitting hurdles by taking a forward-looking approach.

Since development of that plan, we have been implementing practices to achieve goals outlined in the plan. To date, Wenck has assisted the City with construction of three iron-enhanced sand filters, an underground infiltration trench, and a manufactured treatment device.



Como Lake. Two other recent examples include two plans written for Como Lake in St. Paul on behalf of the Capitol Region WD: the Como Lake Aquatic Vegetation Management Plan and the Como Lake Fisheries Management Plan. The goal of the vegetation plan is to establish an adaptive management approach for restoring and enhancing the aquatic vegetation community in Como Lake. The Plan includes tools to manage to multiple potential outcomes.



The goal of the Fishery Management Plan is to manage the lake's resident fish community to complement water quality improvement and vegetation initiatives while enhancing Como Lake's value as an urban recreational fishery. It employs a systematic plan to manage Como Lake and over time shift the lake to a largemouth bass fishery.

Wetland Study, Restoration and Management

Wenck has Professional Soil Scientists, Professional Wetland Scientists and Minnesota Certified Wetland Delineators with over 25 years of combined expertise in wetland delineation, mitigation designs, and permit applications through the Minnesota Wetland Conservation Act and Section 404 of the Clean Water Act. Wenck staff has:

- Delineated thousands of acres of wetland;
- Completed 30+ Wetland mitigation/restoration designs;
- Completed 50+ Wetland Conservation Act and Section 404 Clean Water Act Permit Applications; and
- Provided cost effective strategies for mitigation.

Some of the wetland services we routinely provide our clients include: wetland delineation, wetland mitigation design, wetland permitting, wetland monitoring, wetland functional assessments—MNRAM, GPS mapping to 0.5m, natural resource assessments—MLCCS, comprehensive wetland management plans, FSA wetland WETS analysis, aerial photo interpretation, GIS analysis, hydric soil delineation, regulatory negotiation, and CADD drafting.

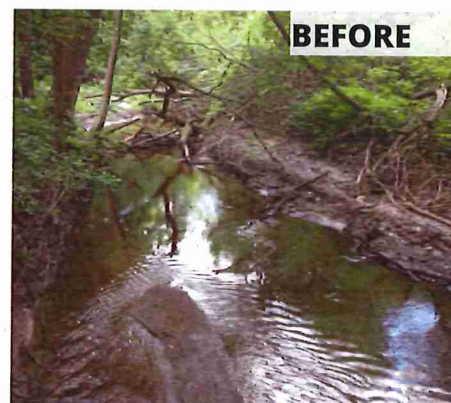
Stream Study, Restoration and Management

Our team thoroughly understands the study and diagnosis of stream water quality and biotic impairments, incised gullies and eroded stream banks, and excels in recommending appropriate and cost-effective rehabilitation methods to meet stakeholder interests and TMDL requirements. Highlights of our bank stabilization experience are presented below.

Elm Creek. Elm Creek behind the Wayzata High School in Plymouth is used by the high school for education with biology class, physical education (high ropes course) and cross country running and skiing sports. Elm Creek is also listed as impaired with a TMDL requiring reductions in phosphorous and total suspended solids and increases in dissolved oxygen. This project started as a feasibility study to see what projects could be done with approximately 5,000 lineal feet of Elm Creek and additional water quality improvements to satisfy the TMDL requirements.

Part of the stabilization strategy was to work with the school and City parks department to establish and program a greenway along Elm Creek, including cross country trails, tree clearing, buffer re-establishment and protection of priority maple-basswood forest plant communities and Threatened and Endangered species (northern long eared bat, Blandings turtle).

Rice Creek. Wenck designed the plans to relocate and remeander Rice Creek as a subcontract to the Twin Cities Army Ammunition Plan (TCAAP) Site Redevelopment Infrastructure Development and Design Project. The selected design relocated Rice Creek from its past location to a new alignment that went around a proposed roundabout and fit within the new roads and bridges. Historically this reach of Rice Creek had been straightened so this project provided the opportunity to return this reach back to a more gentle channel slope, increasing the channel length from approximately 850 feet to 1,350 feet. As an opportunity for ecological restoration a major emphasis of the project in addition the new channel alignment was on integrating habitat features for non-game species of turtles, snakes, fox and birds.



3. Experience with innovative and alternative watershed management approaches that integrate water resources engineering with natural resource management.

We help build healthy, resilient legacies. Development of innovative and collaborative projects requires an understanding of goals and objectives at not only a local but national perspective. Wenck's 35 years of experience working not only with Federal partners (US Army Corp of Engineers, EPA, FEMA) but state partners (Minnesota DNR, MPCA, BWSR) and academia allows projects to have greater impact on the landscape. Bringing together the goals of each of these entities creates synergy which propel projects and programs to launch. Understanding how partner agencies work also unlocks funding for implementation of projects. Wenck has developed a distinguished track record for retaining grant funds for our clients through partner agencies. For the recently announced 2021 Clean Water Fund Grants, we assisted our clients in securing nearly \$2M of the \$11M awarded (18%).

Iron-Enhanced Sand & Biochar. Wenck continues to assist the Coon Creek WD and Shingle Creek WMO with the implementation of iron-enhanced and biochar filters. Biochar added to iron-sand filters has been shown in lab experiments to effectively remove bacteria such as *E. coli* from stormwater; these applications are the first field demonstrations of this new technology in the nation. Wenck's familiarity with cutting-edge science and understanding of the funding criteria resulted in an innovative solution that can be implemented in situations with limited opportunities for reducing bacteria from urban sources.

Drone Technology. Wenck utilizes small Unmanned Aircraft Systems (sUAS, aka "drones") to capture aerial property views, conduct topographic surveys, and collect crop data for agribusiness clients. We deliver high end video and photography presentations to document our findings. Our clients utilize these visuals for marketing and public relations opportunities. The use of sUAS saves time, money, and limits risk, in addition to adding tremendous visual value to our clients' portfolios.

Geographic Information Systems. Wenck utilizes GIS to efficiently manage our projects. Applications range from simple database management and mapping to complex GIS-based hydraulic and water quality modeling. The data we collect allows us to provide a thorough analysis and recommendations that can be readily implemented. In addition, we provide ongoing GIS contract support and database development and have integrated GIS with field data collection devices.

Stormwater Reuse. Wenck has assisted our clients with several stormwater reuse projects. Our team members have intimate knowledge of the reuse systems at Allianz and CHS Fields through the Capitol Region WD permitting process.

Wenck has also designed or assisted with reuse systems connected to stormwater ponds. Perhaps the largest reuse system in the state is one that Wenck designed for an industry in the Twin Cities. The pond collects all runoff up to a 100-year storm and then a pump system sends it to be reused as process water.

Sand Filter Research. Wenck was selected by the Minnesota Stormwater Research Council (MSRC) to assess the performance of underground sand filters. Surface sand filters are well understood and have been used for decades to treat stormwater in areas that have poor or contaminated soils. In urban settings, though, an increasing number of designers opt for underground filtration systems, which are designed with the same principles as surface systems but take up less space. However, they are harder to maintain and therefore tend to be treated with the "out of sight, out-of-mind" principle. This study will investigate if these systems are appropriate to install and if they have similar performance as their above ground counterparts.

MTD Research. Wenck systematically reviewed five manufactured treatment devices (MTDs) with the goal of providing Capitol Region WD with a recommended credit value that could be applied toward their volume management standard. This evaluation process considered phosphorus removal efficiencies, third-party verification, and climate/precipitation data.

MTD performance was evaluated based on pollutant removal efficiencies, with a specific focus on total phosphorus (TP) removal; particulate phosphorus (PP), which is attached to or a component of particulate matter; and dissolved phosphorus (DP) which is soluble. We recommended 55-68% volume credit based on the level of DP removal documented by third-party review agencies.

With Wenck's merger with Stantec, WMWMO now has immediate access to international experts. For example:

Stantec eDNA. Environmental deoxyribonucleic acid (eDNA) is DNA that is naturally shed by organisms into their environment, such as streams, rivers, oceans, soils, even in fecal matter. By sampling the habitat in which species live, we can detect their presence without having to capture, handle, or even see the organisms we are looking for.

From conserving biodiversity to aquaculture monitoring, environmental DNA (eDNA) tools are proving to be reliable, sensitive, species-specific, and safe for the organisms being studied and the habitats in which they live. We have a growing number of DNA laboratory partners so that we can provide eDNA services where you work.

Compared to conventional survey methods involving capture or observation, eDNA tools are more cost-effective, safer for field staff, and can provide rapid results in the field to detect the species being studied, with the potential to shave substantial time off of your project schedule.

4. Engineering design and timely construction management and inspection.

In the WMWMO, for the most part capital projects are completed by the member city or cities in which the project is located. Commission-led projects are limited to research projects. We have been gratified by the trust of the member cities that have elected to engage Wenck to assist with their projects.

Wenck collaborates with our clients from concept through completion and beyond. We take the time to understand not only your immediate need but your organization's overall goals. In addition to keeping your scope, schedule, and budget in alignment, we also place great emphasis on another critical project component – safety. We know that people are an organization's greatest asset, and our team is mindful of our client, subcontractors, and the general public on every project site. We represent you by working with regulators through the jurisdictional permitting process and with contractors to oversee your project from concept through construction. We offer civil engineering, design, specifications, bidding, and construction management expertise.

One recent project was completed for the City of Crystal, which is now home to one of the largest underground stormwater infiltration systems in the state of Minnesota. A study evaluating ways to add stormwater quality treatment to a fully developed commercial and residential area identified the City's flagship park, Becker Park, as an ideal location for a regional water quality improvement project. The opportunity to house the system underground, aided by \$1.475 million in non-City grant funds, inspired the City to scale up the project and seize the opportunity to redesign the park to better serve the community.



Wenck's multi-disciplinary team was involved throughout the entirety of the project and provided a range of services including project identification, grant writing, surveying, environmental due diligence, design, construction observation, and post-construction system monitoring. The project was retrofit into the City's storm sewer network and diverts stormwater into a 1.45-mile network of 6-foot diameter perforated pipes beneath the park. The perforations in the pipe allow for captured

Proposal for WMWMO Engineering Consulting Services

stormwater to seep into and filter through surrounding soils. Prior to the project, the stormwater from the mixed commercial/residential landscape was untreated and routed directly through the storm sewer network to the impaired Upper Twin Lake. The project also provided an ancillary benefit of increasing flood storage, resulting in slight reductions of localized street flooding. When underground work was complete, there was room for new recreation facilities including an accessible playground, splash pad and a performance space.

Construction Management Experience. Wenck manages over \$200 million in construction projects annually. Our experience ranges from small stormwater ponds to 84-inch water transmission lines. Our team understands how to implement and manage construction projects to limit client liability and long-term operation and maintenance. We also take great pride in ensuring a safe work environment. Wenck is continuously improving our understanding on the best practices for construction and technologies when constructing projects.

Erosion & Sediment Control Inspections.

Wenck conducts erosion and sediment control inspections on behalf of MnDOT, Capitol Region WD, Coon Creek WD, and the Cities of Dayton and Lakeville. Inspections are performed to ensure project compliance with the MPCA general construction stormwater permit (MNR100001). Project types include urban mixed-use developments, single family home developments, road and highway reconstruction, bridge rehabilitation, parks and trails rehabilitation, and industrial site remediation.

Inspections include observing BMP functionality, inspecting surface waters, drainage ditches and conveyance systems for sediment deposition and erosion, and inspecting for temporary and permanent stabilization compliance. Other responsibilities include writing and disseminating reports documenting the observed findings and corrective actions, and communicating/ coordinating inspections and corrective actions with contractors and owners.

Wenck has developed digital applications to improve inspection and reporting efficiency, and to facilitate clear, consistent communication among stakeholders. These tools can be customized to meet your needs.



PROFESSIONAL FEE SCHEDULE

Wenck prides itself on providing value to our clients. We would be happy to provide references on request to attest to the quality of our work. Our fee schedule appears below.

2021 Hourly Rates

Classification	Hourly Rate	Key Personnel
Administrative Support/Technician	\$65 - \$90	Interns, Admins
Professional I	\$103 - \$128	Dietrich, Hyams, Kemmitt, Omodt, Stone, Weis
Professional II	\$141 - \$165	Berry, Boll, Megow, Mullen, Strom, Wilkinson
Professional III	\$175 - \$195	Madejczyk
Professional IV, V and Officer	\$205	Matthiesen, Spector

- Classifications listed above refer to the firm's internal system for billing purposes. The term "Professional" refers to engineers, scientists and business professionals.
- Invoices are due upon presentation. Invoice balances not paid within thirty (30) days of invoice date are subject to 1-1/2% (18% annual) interest or finance charge.
- Rates to be adjusted annually.

Specialized Equipment

Equipment	Rate
Boat and Motor	\$100/day
Canoe/Kayak	\$25/day
Electrofishing Boat	\$1,000/day
Gill Nets	\$45/day
HT-2000 Battery Backpack Electro-Fisher	\$350/day
Jon Boat	\$40/day
Lowrance Sonar	\$60/day
Seine Net (50 feet)	\$75/day
Trap Nets	\$50/day
BioBase Sonar Data Processing	\$150/day
Hydrolab Data Sonde	\$100/day
In-Situ Data Logger & Transducers	\$90/day



now part of



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December 10, 2020

VIA EMAIL ONLY
judie@jass.biz

Judie Anderson
West Mississippi Watershed
Management Commission

RE: Response to Request for Letter of Interest Proposal for Legal Services

Dear Judie:

Please accept this letter as the proposal of Kennedy & Graven, Chartered to continue to provide legal services to the West Mississippi Watershed Management Commission ("WMWMC").

I. KENNEDY & GRAVEN, CHARTERED QUALIFICATIONS

Kennedy & Graven has made a commitment to the representation of public bodies as a mainstay of its practice. More than 90% of the revenues of the firm are derived from the practice of municipal law. We currently serve as city attorney for civil matters for the following 50 cities: Biscay, Belle Plaine, Brooklyn Center, Brooklyn Park, Cokato, Cottage Grove, Crystal, Faribault, Franklin, Fridley, Greenwood, Holdingford, Hopkins, Independence, Kenyon, Lake City, Lake Elmo, Lauderdale, Mantorville, Maple Lake, McGrath, Maplewood, Medina, Minnetonka Beach, Minnetrista, Mound, Mounds View, Nerstrand, New Brighton, New Prague, Nicollet, Oak Grove, Oakdale, Osseo, Pine Island, Rice, Richfield, Robbinsdale, Rogers, Rosemount, Sandstone, Shakopee, Spring Park, Tonka Bay, Victoria, Wahkon, Watson, West Concord, White Bear Lake, and Woodbury.

We also represent a large number of housing and redevelopment authorities, economic development authorities, port authorities, charter commissions, towns, joint powers organizations, watershed management organizations, school districts, and other special purpose political subdivisions as general counsel. We have represented a large number of Minnesota cities as special counsel on specific projects on a broad range of municipal law matters. These have included Minneapolis, St.

Paul, the Minneapolis Park and Recreation Board, and St. Anthony as well as Bloomington, Burnsville, Duluth, Minnetonka and scores of others.

Over the years we have developed considerable experience in nearly all of the legal issues faced by cities and other units of local government. The experience of the firm that relates most directly to the work of the WMWMC is our practice in the representation of joint powers watershed management organizations, which include the Lower Rum River Watershed Management Organization, the Bassett Creek Watershed Management Commission, the Shingle Creek Watershed Management Commission, the Middle St. Croix Watershed Management Organization, the Mississippi Watershed Management Organization, the Vadnais Lakes Area Watershed Management Organization, and the West Mississippi Watershed Management Commission. However our ability to provide services to such organizations is significantly enhanced by our experience in serving other governmental clients. As city attorney for a large number of municipalities and special counsel for many others, we advise our clients on the full range of local government issues on a daily basis. Additionally, the firm is nationally recognized as approving bond counsel. In this connection, we have given approving opinions and provided services relating to municipal finance matters (including financing of storm sewer facilities and county ditches) for several hundred cities, counties, school districts, and other such organizations throughout the state and, to a lesser extent, outside of the state of Minnesota.

This experience has not only allowed us to develop considerable experience in all matters relating to the activities of WMO's, but has given us a good understanding of the problems and concerns of cities. We believe that this understanding has helped in continuing a harmonious relationship between our WMO clients and their member cities and avoiding the problems and conflicts that can occur between cities and watershed districts. We take pride in the firm's broad understanding of the legal, economic, and political environment facing the public sector in Minnesota.

II. PROJECT TEAM QUALIFICATIONS

We follow a team approach in representing our clients so that the considerable expertise and experience of all of the 32 attorneys of the firm can be brought to bear on the problems or issues of any one client. However, we propose that I, Troy Gilchrist, would be primarily responsible for the work for the WMWMC. I have been practicing law since 1992. My practice is devoted exclusively to representing local government clients. I am currently the attorney for the Shingle Creek Watershed Management Commission, the Lower Rum River Watershed Management Commission, the Mississippi Watershed Management Organization, the Middle St. Croix Watershed Management Organization, the Vadnais Lakes Area Watershed Management Organization, and the West Mississippi Watershed Management Commission. I am the City Attorney for the cities of Brooklyn Center, Crystal, White Bear Lake, Mound, Rice, Biscay, and Watson, I have provided special services to others cities at the request of the League of Minnesota Cities, serve as the Town Attorney or Special Counsel to over 250 towns across the state, and I represent the Lake Minnetonka Conservation District, economic development authorities, the Greater Bemidji Area Joint Planning Board, the Walker Area Joint Fire Department, Hastings Rural Fire Association, and other joint powers entities.

Although my work for other joint powers WMOs is most directly related to the legal needs of the WMWMC, my representation of cities, towns, and of the Lake Minnetonka Conservation District has given me the opportunity to be involved in many other ways in surface water management issues, the Wetland Conservation Act, public contracting, the state open meeting law, local land use issues, joint powers organizations, financing of public improvements, intergovernmental relations, environmental law and public liability for storm water damages.

For the 15 years prior to joining Kennedy & Graven in 2006, I was the Director of Operations and General Counsel for the Minnesota Association of Township Insurance Agency and an attorney with the Minnesota Association of Townships. During that time I conducted training sessions, drafted articles, memos, and risk management materials for elected officials on legal matters, represented towns before state agencies and the legislature, and established and ran the self-insurance programs for towns.

III. RATES

I proposed a rate of \$203 for 2021, which was the rate previously approved, but not implemented, for 2020. I propose a rate of \$205 for 2022.

IV. INSURANCE

The firm maintains coverage in the amount of \$5,000,000 for professional liability and in excess of that amount (including umbrella coverage) for general commercial liability.

V. CONCLUSION

If we can provide you with any additional information that would be helpful to you in selecting legal counsel, please do not hesitate to give me a call.

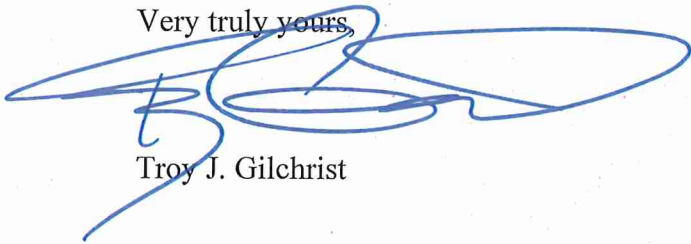
We would be happy to provide references on request. However, we would also encourage you to feel free to call representatives of any of the watershed management organizations or the city managers or administrators of any of the cities noted above that we represent as legal counsel, about the services provided by our firm.

We believe that Kennedy & Graven is uniquely suited to serve the WMWMC. We know of no other firm that has the depth and breadth of experience in representing local government units in Minnesota as Kennedy & Graven, and we pride ourselves in providing quality service to our public clients.

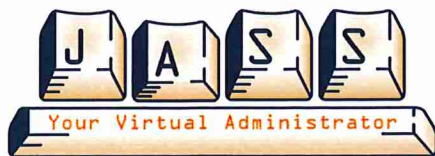
Judie Anderson
December 10, 2020
Page 4

At Kennedy & Graven, our commitment to representing local government units represents not only an interest in such work but a firm belief that the work of local government units is important. We would very much appreciate being given the opportunity to continue to serve as legal counsel to the WMWMC.

Very truly yours,

A handwritten signature in blue ink, appearing to read 'TJG', with a large, loopy flourish extending to the right.

Troy J. Gilchrist



3235 Fernbrook Lane
Plymouth, MN 55447
(763) 553-1144
Fax: (763) 553-9326

January 4, 2021

Gerry Butcher, Chair
West Mississippi Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

Dear Mr. Butcher:

In accordance with state law and the recent publication in the *State Register*, please accept this letter as an expression of JASS' interest in continuing to provide administrative services for the West Mississippi Watershed Management Commission. Below is a brief listing of the services JASS currently provides to the Commission.

- Facilitates and attends regular, Technical Advisory Committee, budget, and other special meetings. Establishes effective administrative procedures. Creates minutes, maintains documents of the Commission as governed by Minnesota Statute 138.17.
- Assists the Commission's engineering consultant in the coordination and facilitation of strategic planning and implementation, provides project oversight.
- Acts as liaison between the Commission and the public, member communities, county, state and federal agencies, watershed management organizations, and the technical and legal advisors of the Commission. Facilitates communications among the Commission's members and stakeholders.
- Serves on the West Metro Watershed Alliance (WMWA). Coordinates educational activities and other outreach events. Assists in developing educational programming for citizens, public officials, educators, students, and city staffs.
- Judie Anderson serves as Deputy Treasurer of the Commission and is responsible for oversight of the Commission's financial transactions and internal controls of Commission financial management among JASS staff. She assists with the annual audit and development of the Commission's annual operating budget. Anderson also oversees the Commission's website content and provides monthly and annual reporting.
- Amy Juntunen serves as JASS' Vice President of Operations, and Anderson's primary back-up to the Commission. She also serves as administrative support for WMWA.
- Beverly Love is responsible for the day-to-day financial operations of the Commission, assists with the annual audit, and oversees administrative coordination for project reviews.
- Other staff members provide ongoing records maintenance, maintain the Commission website, coordinate meeting packets, and serve in various other ancillary roles.

- JASS has the personnel and equipment to maintain an efficient and effective general office environment. Our current billing rates range from \$60.00/hour for office support to \$75.00/hour for meeting attendance and offsite administration.

In addition to the West Mississippi Commission, JASS also provides administrative services for the Pioneer-Sarah Creek, Shingle Creek, Elm Creek and Mississippi Watershed Management Commissions, the Clearwater River Watershed District, and the West Metro Water Alliance (WMWA), of which the Commission is a member.

We will be happy to provide the Commissioners with any additional information they require.

Sincerely,

A handwritten signature in black ink, appearing to read "Judie A. Anderson". The signature is fluid and cursive, with the first name "Judie" being more prominent.

Judie A. Anderson
President

JAA:tim

Z:\WestMiss\Consultants\2021\JASS_2021 WM.doc



To: Shingle Creek/West Mississippi WMO Commissioners

From: Ed Matthiesen, P.E.
Diane Spector

Date: January 8, 2021

Subject: January 2021 Staff Report

**Recommended
Commission Action**

For discussion and information.

Grant Updates

Clean Water Fund. We have received formal notification from the Board of Water and Soil Resources that grants have been awarded to the Shingle Creek Commission for the Connections II (\$328,000) and Meadow Lake Management Plan (\$153,510) projects. Within a few weeks we will be directed by BWSR to develop and submit work plans for both. After those have been reviewed and approved by BWSR staff, they will generate grant contracts. That will likely be March-April 2021. Once those contracts are executed, BWSR will release 50% of the grant funds and work can begin.

Watershed-Based Implementation Funding. In putting together the work plan for the WBIF grant awarded for the Connections II project, I determined that the Commission would not be able to meet its non-state funds grant match requirement. AS we discussed at the December meeting, we requested that the Mississippi River-West Watershed Partnership consider allowing that \$70,000 grant to be used for the Bass Creek Stabilization Project. The Partnership has agreed to this substitution. We've submitted work plans for both that project and the Meadow Lake Management Plan (\$40,000), and they are going through contracting at BWSR. It is expected that we will have those contracts for the Commission to consider at the February meeting.

Hennepin County Opportunity Grants. The Commissions submitted two grant applications to Hennepin County: one on behalf of the city of Robbinsdale for shoreline naturalization on Ryan Lake, and the other to expand the SRP Filter Project by extend the filter down the outlet channel. The County expects to make recommendations to the Board by late-January.

Project Update

Crystal Lake Management Plan. As reported at the December meeting, the updated carp population assessment results show the lake as exceeding its carrying capacity. We continue to investigate options for carp removal and hope to have a plan of action to implement prior to this spring's alum treatment. Katie Kemmitt is working on calculating the alum dosing and we will be working with the City of Crystal staff to finalize bid documents for the first application, estimated to be in May 2021.

Bass and Pomerleau Lakes Alum Treatment. The final dose was applied last fall. This year we will take a final set of sediment cores to determine if we have met our goal reduction in sediment release. We will also do curly-leaf pondweed delineations on Bass and Pomerleau, and a CLP treatment on Bass. Pomerleau has not required treatment the last two years, but if the delineation indicates treatment is necessary, that will be completed as well. We will perform follow-up water quality monitoring aquatic vegetation surveys.

Meadow Lake Management Plan. While we were not able to finish all the prep work necessary to complete the drawdown in 2020, we do expect to complete the permit application process this summer so that the drawdown can proceed in late fall-winter. We will also reconnect with the DNR biologists that we finally connected with late in the year regarding turtle and other wildlife management.

Twin Lake. We have exhausted the budget on the Twin Lake project, so we do not anticipate removing any carp this year. We will take a quick ride around Upper Twin during the curly-leaf pondweed delineation season to see if it would benefit from treatment. If so, we'll bring this to the Commission to determine how to fund that treatment. Last year the cost of completing a formal delineation, permit, and treatment was about \$3,000.



MINNESOTA

CAMPAIGN FINANCE BOARD

December 10, 2020

Judie Anderson
Shingle Creek Watershed Mgmt Commission
3235 Fernbrook Ln
Plymouth, MN 55447

From: Campaign Finance and Public Disclosure Board

Subject: Statement of interest requirements for your agency's public officials

You are receiving this notice because you are the contact person for an agency that has members or employees who are public officials. All public officials who served in 2020 must update their statements of economic interest in January 2021. In addition, public officials newly elected or re-elected in November 2020 must file original statements of economic interest after taking office in January 2021. The Board is asking for your help in reminding the public officials in your agency of these requirements. In doing so, please keep these things in mind:

- A public official who served in 2020 must review and recertify his or her statement **even if he or she left the public official position during the year, or if nothing on it has changed**. Please be sure that the public officials leaving your agency at the end of the year are aware of the filing requirement.
- The annual recertification must be filed **after January 1, 2021, but no later than January 25, 2021**. A public official who does not file a recertification by the deadline will be subject to the imposition of late filing fees and a potential civil penalty.
- Newly elected or re-elected public officials must file statements of economic interest for their new terms **after taking office in January**. A re-elected public official may file one statement that satisfies both the annual review and the new term requirement.
- The Board will send letters directly to all public officials in late December notifying them of the requirements that apply to them and giving them the information necessary to file online. Paper copies of the statement may be printed from the Board's website by any official unable to file online.

If you are not sure who in your agency is considered a public official, you can view the list of the public officials in your agency by entering your agency's name into the search box at <https://cfb.mn.gov/reports-and-data/officials-financial-disclosure/agency/>.

If you need to correct any inaccuracies on the list for your agency, or if you have questions about the reporting requirements in general, please contact Jodi Pope at 651-539-1183, 800-657-3889 or jodi.pope@state.mn.us.

Thank you in advance for your assistance.



MINNESOTA

CAMPAIGN FINANCE BOARD

December 10, 2020

Judie Anderson
West Mississippi Watershed Mgmt Commission
3235 Fernbrook Ln
Plymouth, MN 55447

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