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A meeting of the joint Technical Advisory Committee (TAC) of the Shingle Creek and West Mississippi Watershed Management Commissions is scheduled for **8:30 a.m., Thursday, May 28 30, 2020. This will be a virtual meeting.** To join the Zoom Meeting:

<https://us02web.zoom.us/j/82702999404?pwd=cThsYjFBWXPic2tXa1Y1dUhCcWVBZz09>

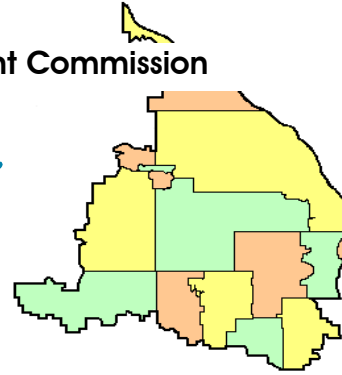
Meeting ID: 827 0299 9404 Password: 12321

Or dial by your location:            +1 301 715 8592 US (Germantown)            +1 312 626 6799 US (Chicago)  
   +1 929 205 6099 US (New York)            +1 253 215 8782 US (Tacoma)  
   +1 346 248 7799 US (Houston)            +1 669 900 6833 US (San Jose)

## AGENDA

1. Call to Order.
  - a. Roll Call.
  - b. Approve Agenda.\*
  - c. Approve Minutes of Last Meeting.\*
2. Project Review Fees.\*
  - a. SCWM.\*            b. Bassett Creek.\*            c. Elm Creek.\*
3. HUC8 Model Update.
4. CIP Levy by Project.\*
5. Filamentous Algae Discussion.
6. Project Updates.
  - a. Meadow Lake drawdown.
  - b. SRP Monitoring.
  - c. Twin Lake Carp Barrier.
  - d. Crystal Lake Management Plan.
  - e. Connections II.
  - f. Bass Creek Restoration Project.
7. Other Business.
8. Next TAC meeting is scheduled for \_\_\_\_\_.
9. Adjournment.

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**MINUTES**  
April 30, 2020

A virtual meeting of the Technical Advisory Committee (TAC) of the Shingle Creek and West Mississippi Watershed Management Commissions was called to order by Chairman Richard McCoy at 8:42 a.m., Thursday, April 30, 2020.

Present were: Andrew Hogg, Brooklyn Center; Mitch Robinson, Brooklyn Park; Todd Tuominen, Champlin; Mark Ray, Crystal; Derek Asche, Maple Grove; Liz Stout, Minneapolis; Ben Scharenbroich and Amy Riegel, Plymouth; Richard McCoy and Marta Roser, Robbinsdale; Ed Matthiesen and Diane Spector, Wenck Associates, Inc.; and Amy Juntunen and Judie Anderson, JASS.

Not represented: New Hope and Osseo.

- I. Motion by Scharenbroich, second by Asche to **approve the agenda.** \* *Motion carried unanimously.*
- II. Motion by Ray, second by Stout to **approve the minutes\*** of the March 30, 2020 meeting with the addition of Amy Riegel in attendance. *Motion carried unanimously.*
- III. **Cost Share Application –West Broadway Stormwater Infiltration Project.\***

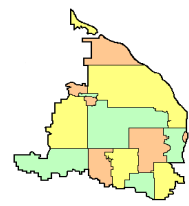
In 2015 the Shingle Creek Commission completed a sub-watershed assessment of the Crystal shopping center area. One of the projects identified in the assessment was an underground infiltration system in a lot just north of 5747 W Broadway Ave. At that time this lot was a separate, tax-forfeited property. In addition to putting this project in the City's storm water capital improvement program, over the past few years the City has acquired the property from Hennepin County, put a storm water easement over the entire property, and sold the property to 5747 W. Broadway. The property owner at 5747 replatted the two lots into a single property with the address of 5757 W. Broadway.

In 2019, the City contracted with Wenck and started design of the underground system. The design is now complete and the project will be going out for bid in April. Construction will occur in either 2020 or 2021. Two years were provided for construction to maximize contractor flexibility and minimize costs.

The proposed project will have two layers of sediment containment prior to entering the chambers. Overall, the system can hold 21,000 CF of water (157,000 gallons).

The City is currently requesting \$50,000 from Shingle Creek Watershed Public Cost-Share fund in 2020/2021 to help cover a portion of the construction cost. The balance of the project costs will come from the City's storm water utility fund (\$400,000 budgeted). The City will be responsible for the maintenance of the project.

Motion by Asche, second by Riegel to recommend approval of this project to the Commission at the requested amount of \$50,000 from the Shingle Creek Cost Share fund. Motion carried unanimously.



#### **IV. Lake Pepin Nutrient TMDL.**

The Lake Pepin Nutrient TMDL has been completed and is currently out for public comment. The review period ends June 19, 2020. The documents can be found at <https://www.pca.state.mn.us/water/tmdl/lake-pepin-watershed-excess-nutrients-tmdl-project>.

The TMDL calls for TP load reductions from runoff discharged into the Mississippi River and establishes a concentration standard for each of the reaches from the Crow River to Lake Pepin. For communities with a Municipal Separate Storm Sewer System (MS4), the goal is to reduce phosphorus in their stormwater discharges to 0.35 lb/acre/year. This approach does not call for a flat percentage reduction from all MS4 permits. Instead, municipalities may consider work already completed toward reducing phosphorus discharges.

Table 1 in Staff's April 24, 2020 memo\* shows the annualized flow and TP load at SC-0. While there is annual variation, in each year the loading rate was much lower than the 0.35 lb/acre/year goal. There is a part of the watershed that discharges into the creek downstream of SC-0, most notably areas of Minneapolis that are collected in storm sewers that discharge into the creek in Webber Park. Some of that tributary area is treated by a regional pond on the north side of Crystal Lake Cemetery. The balance of the tributary area may have some treatment in the form of sump manholes, rain gardens, etc. The flow and load contributed by this area is small compared to the load contributed by the watershed above SC-0.

Staff does not have data at this time to do a similar analysis for West Mississippi, but would expect it to be similar or less, given that quite a bit of the watershed developed under treatment rules.

Also included in the meeting packet is a summary from the MPCA of the TMDL report.\*

Staff noted that, with the exception of an area in Minneapolis, the Shingle Creek Commission is meeting TMDL requirements. No action is required at this time. It is unknown what kind of reporting the Commission will have to do in the future.

#### **V. Maintenance Levy - discussion.**

**A.** Staff's April 30, 2020 memo\* outlined their discussion regarding potential that might be considered for funding from a maintenance levy. These actions were limited to the costs associated with maintaining a capital improvement or the benefits of a capital improvement.

**1.** Upper Twin Lake ongoing CLP treatment: \$5,000-7,000 per year, including the cost of delineation and permitting.

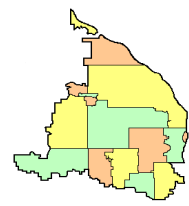
**2.** Twin Lake ongoing carp management: \$10,000-30,000 per year depending on effort, disposal costs, etc. (Note that this is about how much Ramsey-Washington budgets per year for Lake Owasso.)

**3.** Bass/Pomerleau Lakes ongoing CLP treatment: \$10,000 per year, including the cost of delineation and permitting. So far no treatment has been required on Pomerleau. The project budget covers years 1-5; should additional treatment or Pomerleau treatment be necessary a maintenance levy would be required.

**4.** Crystal Lake: CLP management for years 1-3 is built into the budget, but if additional treatment is required, a maintenance levy would be required.

**5.** Meadow: Future drawdowns would likely be done as capital projects.

*[Tuominen arrived 9:24.]*



6. Iron and Biochar-enhanced sand filters: At some point these will need to be refreshed - \$5,000-8,000 per site.

7. In summary, \$30,000 - \$50,000 per year.

B. In his April 26, 2020 memo,\* the Commissions' Attorney, Troy Gilchrist, offered the following: *A maintenance levy is specifically provided for in Minn. Stat. § 103B.251, subd. 9, but it refers to the commission imposing the levy itself in the same manner as a watershed district under Minn. Stat. §§ 103D.915 and 103D.921. The statute also makes it clear the county must approve the levy.*

Gilchrist sent a message (attached to his memo) to the county attorney's office to see if they would agree to the Commissions sending the county a maintenance levy along with their usual levy request. He has not yet received a response from the county.

He recommends that, if the TAC recommends, and the Commissions agree, to proceed with a maintenance levy request, that the Commissions act at the next meeting to set an amount for the maintenance levy conditioned on the county agreeing to it. He would then work with Staff to add language regarding the maintenance levy to the regular communication to the county regarding the levy request.

If the county does not agree with the request, whether because it believes it is not authorized under the statute or for some other reason, the only consequence should be the county telling the Commissions no. As such, Gilchrist sees no particular harm in making the request if that is what the Commissions would like to do.

(On April 28, 2020, the county attorney's office responded that it appears that Subd. 9 does provide an option for a maintenance levy. [He] is not familiar with that option being used by other county watershed districts but will discuss this with Karen Galles at Hennepin County Environment and Energy and get back Gilchrist.)

It was a consensus of the members to use a maintenance-dedicated levy if approved by the County. It was also a consensus that Staff draft a policy covering this procedure, identifying the activities that would be considered as "maintenance."

## **VII. Initial 2021 Budget Discussion.**

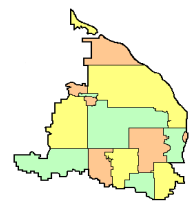
### **A. Shingle Creek.**

Staff's April 30, 2020 memo\* presented a 2021 budget for discussion prior to its submittal to the Commission. The budget must be finalized by July 1, 2020. The preliminary budget proposes a member assessment of \$369,190, a 1.5% increase over the 2020 assessment.

With few exceptions the proposed budget continues the same activities at the same level of effort as in 2020. The Commission has approximately \$1 million in the bank. Most of that sum is dedicated to grant and levy projects. The balance is earning considerable interest, which Staff recommends letting accrue to the cash reserves rather than being spent.

Since the Subwatershed BMP Assessment account has a pre-audit balance of \$34,500 and no requests for SWAs have been received, Staff is recommending that the 2021 contribution be reduced from \$20,000 to \$10,000.

The Commission has been contributing annually to a restricted account to finance the upcoming 4th Generation Plan. At the end of last year the balance in that account is \$62,000. With West Mississippi's contribution, this will be sufficient to update the Plan, thus no contribution is proposed in 2021.



The Shingle Creek members strongly recommended that no increase in member assessments be made in 2021, given the impacts of COVID-19.

**B. West Mississippi.**

Staff's April 30, 2020 memo\* presented a 2021 budget for discussion prior to its submittal to the Commission. This budget, too, must be finalized by July 1, 2020. The preliminary budget proposes a member assessment of \$157,000,190, a 2.2% increase over the 2020 assessment.

Again, the proposed budget continues the same activities at the same level of effort as in 2020. The Commission has approximately \$0.5 million in the bank. Staff recommends letting the interest earned from that balance accrue to the cash reserves rather than being spent.

Since the Subwatershed BMP Assessment account has a pre-audit balance of \$40,000 and no requests for SWAs have been received in the last few years, Staff is recommending that there be no 2021 contribution to that account.

The Commission has set aside \$5,000 each year in a restricted fund for construction projects or to match grants. Aside from one project in Brooklyn Center, the funds have not been used and the audited balance at the end of 2018 was \$84,310. It is recommended that no funds be budgeted specifically for this.

Because of the significant balance in the cash reserves, the Commission has previously declined to specifically set aside funds for the 4th Generation Plan. Staff recommends that the Commission again consider segregating an amount in the reserves specifically for the Fourth Generation Plan, that that amount be \$25,000, and that no contribution from the annual budget be made.

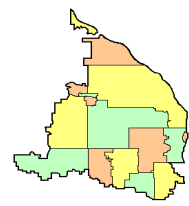
Commission staff are currently working with the DNR to undertake updated floodplain modeling in Shingle Creek. While the DNR is not prioritizing updating flood modeling and mapping in West Mississippi, the existing flood delineations are quite old and were prepared when the watershed was much less developed. Staff recommended updating the modeling and mapping at the same time as Shingle Creek for economies of scale. The DNR had no funding available to underwrite this work in West Mississippi. Staff estimates that the cost of this work would be about \$25,000. The 2019 budget allocated \$25,000 from reserves for West Mississippi work; however, it was not a priority as the Shingle Creek work is still under way and has not been completed. Should the Commission choose to go forward in 2021 the budget may be amended.

The West Mississippi members also recommended that no increase in member assessments be made in 2021, given the impacts of COVID-19.

**VIII. Connections II Project.**

Earlier this year Staff worked with the cities of Brooklyn Park and Brooklyn Center to conceptualize and prepare 30% plans and a cost estimate for the Shingle Creek Connections II. The feasibility study and findings were used to prepare a Clean Water Fund grant application that was submitted to BWSR last month. This is similar to what was done for the Meadow Lake Feasibility Study. The Meadow Lake work was funded from the Closed Projects Account. The Connections II work was funded from the General Engineering budget.

Last October, Staff recommended and the Commission approved action establishing a project called the Connections II Feasibility Report project, funded from the Closed Projects Account. They further recommended that the Commission authorize the reallocation of \$9,392.44 of expense charged to General Engineering to that project. In 2020, when the project is ordered, the expense of the feasibility



report will be included in the overall project cost, and will be included in the levy certified for the overall project, thus “reimbursing” the Closed Projects Account for this cost.

As of December 31, 2018, the Closed Projects Account had a balance of just under \$80,000. \$5,000 of that amount was expended on preparation of the Meadow Lake Feasibility Study.

**IX. Other Business.**

**X. Next Meeting.**

Topics will include paring back the proposed capital levy. Staff will bring back the levy cost for each project and the cost to the average-value homeowner in the watershed.

The next Technical Advisory Committee meeting is scheduled for 8:30 a.m., Thursday, May 28, 2020. This will be a virtual meeting.

The meeting was adjourned at 9:33 a.m.

Respectfully submitted,

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

Judie A. Anderson  
Recording Secretary

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# Technical Memo



Responsive partner.  
Exceptional outcomes.

**To:** Shingle Creek/West Mississippi WMO TAC

**From:** Ed Matthiesen, P.E.  
Diane Spector

**Date:** May 27, 2020

**Subject:** Project Review Fees

## Recommended TAC Action

As part of the 2021 budget discussions, the TAC and Commission asked that the project review fees be evaluated to determine if they were 1) adequate to recover project review costs, and 2) were in line with other joint powers WMOs in the area. The review fees were last adjusted in 2014. They were reviewed in 2018 and no changes were made at that time. The review fee schedule is attached.

### Adequacy of Fee

Tables 1 and 2 below compare the review fee received to the cost of performing the project review. That cost may also include meetings with developer's representatives, agencies, etc. As can be seen, while it varies, often, especially in Shingle Creek, the review fee is not adequate to recapture all those costs. Projects that are part of regional developments such as Arbor Lakes or northern Brooklyn Park along the 610 corridor tend to cost less to review because treatment and rate control are being provided as part of regional systems or multi-development systems and the review is less extensive. Where development is infill or redevelopment, the project review can be more complex. In 2018 the review fees were adequate to cover the costs overall, but in 2019 they were not.

### Comparison to Other WMOs

We compared the review fees to the adjacent Elm Creek and Bassett Creek WMOs (see attached) to a sample of project reviews from 2018-2019. Elm is generally based on size, with a flat rate per acre. Bassett is generally based on flat amounts, with a base rate and other flat add-on rates for special analyses.

### Recommendation

Staff does recommend increasing the project review fees and suggests two options:

1. Maintain the current fee structure but simply increase the rates.
2. Consider a structure such as Bassett's, with a base rate and then add-ons depending on the complexity of the review.

**Table 1. Shingle Creek project review fees compared to actual costs.**

<b>2018</b>	<b>Project</b>	<b>Review Fee</b>	<b>Actual Cost</b>	<b>Under (Over)</b>
SC2018-01	Crystal MAC Nature Area	1,100.00	837.00	263.00
SC2018-02	Arbor Lakes Business Bldg C & D	3,000.00	702.90	2,297.10
SC2018-03	The Village at Arbor Lakes	-	416.40	(416.40)
SC2018-04	Park 81	3,000.00	2,821.50	178.50
SC2018-05	Luther Mazda Mitsubishi	2,200.00	1,323.90	876.10
SC2018-06	Outdoor Storage and Impound	1,700.00	1,940.10	(240.10)
SC2018-07	Lower Twin Lake Boat Launch	1,700.00	1,096.20	603.80
SC2018-08	Arbor Lakes Business Park Streets	1,100.00	841.40	258.60
SC2018-09	Public Storage, Zachary Lane	-	193.40	(193.40)
SC2018-10	Waterwalk	1,700.00	1,728.90	(28.90)
SC2018-11	Arbor Lakes Industrial	2,200.00	2,197.60	2.40
SC2018-12	Becker Park	2,200.00	2,627.10	(427.10)
SC2018-13	Northland IV	2,200.00	3,010.20	(810.20)
	TOTAL 2018	22,100.00	19,736.60	2,363.40
<b>2019</b>	<b>Project</b>	<b>Review Fee</b>	<b>Actual Cost</b>	<b>Under (Over)</b>
SC2019-01	New Hope City Hall-North	2,200.00	2,508.40	(308.40)
SC2019-02	Rockford Road/I 494 Interchange	1,100.00	2,462.30	(1,362.30)
SC2019-03	Windsor Ridge	2,200.00	2,348.00	(148.00)
SC2019-04	CSAH 81	1,100.00	3,963.80	(2,863.80)
SC2019-05	Park Center High School	2,200.00	2,866.10	(666.10)
SC2019-06	Twin Lake N Parking Lot	1,700.00	4,247.10	(2,547.10)
SC2019-07	Silver Creek on Main Expansion	1,700.00	904.00	796.00
SC2019-08	The Woods at Taylor Creek	1,800.00	2,195.00	(395.00)
SC2019-09	Lake Road Apartments	1,700.00	3,744.80	(2,044.80)
SC2019-10	IBEW Local Union 292 Corp. Office	2,200.00	1,613.90	586.10
	TOTAL 2019	17,900.00	26,853.40	(8,953.40)

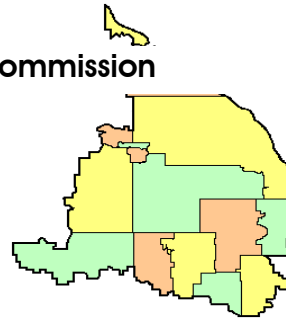


**Table 2. West Mississippi review fees compared to actual costs.**

<b>2018</b>	<b>Project</b>	<b>Review Fee</b>	<b>Actual Cost</b>	<b>Under (Over)</b>
WM2018-001	Urbana	2,200.00	1,916.40	283.60
WM2018-002	Coon Rapids Dam Regional Park	2,200.00	1,358.00	842.00
WM2018-003	Boulder Estates	1,500.00	1,952.90	(452.90)
WM2018-004	9001 Wyoming Ave N	3,000.00	1,203.80	1,796.20
WM2018-005	Champlin Park High School Addns	1,700.00	945.60	754.40
WM2018-006	Champlin Drive HyVee	-		-
WM2018-007	North Park Business Center	-	244.80	(244.80)
WM2018-008	Brooklyn Park- Champlin Interceptor	1,100.00	661.20	438.80
	TOTAL 2018	11,700.00	8,282.70	3,417.30
<b>2019</b>	<b>Project</b>	<b>Review Fee</b>	<b>Actual Cost</b>	<b>Under (Over)</b>
WM2019-001	Oak Village	2,200.00	1,515.60	684.40
WM2019-002	Emery Village	1,700.00	3,662.90	(1,962.90)
WM2019-003	610 Crossings 2 <sup>nd</sup> Addition Regional Pond	2,200.00	1,105.20	1,094.80
WM2019-004	Hwy 169 and 101 <sup>st</sup> Ave Interchange	1,100.00	1,467.00	(367.00)
WM2019-005	Data Recognition Center Addition	2,200.00	2,259.00	(59.00)
WM2019-006	Pemberly	2,200.00	3,240.50	(1,040.50)
WM2019-007	MCES Brooklyn Park-Champlin Interceptor Phase II	1,100.00	1,530.90	(430.90)
WM2019-008	North Park Business Center Building 3	2,200.00	3,195.00	(995.00)
WM2019-009	Coon Rapids Dam Regional Park Phase II	2,200.00	1,080.90	1,119.10
WM2019-010	Mississippi Crossing	1,700.00	2,470.70	(770.70)
	TOTAL 2019	18,800.00	21,527.70	(2,727.70)
<b>2020</b>	<b>Project</b>	<b>Review Fee</b>	<b>Actual Cost</b>	<b>Under (Over)</b>
WM2020-001	River Park Improvement	2,200.00	1,743.70	456.30
WM2020-002	CBPAMES Building Addns and Renovations	1,700.00	714.80	985.20
WM2020-003	Kurita	2,200.00	764.50	1,435.50
WM2020-004	610 Junction	2,200.00	1,731.20	468.80
WM2020-005	94 <sup>th</sup> Ave N	1,100.00	852.40	247.60
	TOTAL 2020	9,400.00	5,806.60	3,593.40

**Table 3. Various project reviews and cost to review compared to Shingle, Bassett, and Elm fee structure.**

PR Number	Name	Type	Size (acres)	Cost	Review Fee		
					Shingle	Bassett	Elm
WM19-04	169/101 <sup>st</sup> Ave Interchange	Linear	5.7 acre impv incr	1,467	1,100	2,500	1,225
WM19-05	Data Recognition Center Addition	Commercial, <50% disturbed	10.7, 4 acres disturb	2,259	2,200	2,500	1,050
WM19-06	Pemberly	Multifamily	14.9	3,240	2,200	2,500	3,775
SC18-05	Luther Mazda Mitsubishi	Commercial, <50% disturbed	16.2, 7.2 acres disturb	1,324	2,200	2,500	1,850
SC19-01	New Hope City Hall-North	Institutional, redevelopment	19.8	2,508	2,200	1,500	4,820
SC19-08	The Woods at Taylor Creek	New SF residential, 24 homes	19.2	2,195	1,800	2,500	1,970
SC19-09	Lake Road Apartments	Multifamily, redevelopment, floodplain impacts, alt BMPs	3.95	3,745	1,700	4,500	1,138



**FEE SCHEDULE**

*This fee schedule is adopted in accordance with Rule J of the Rules and Standards of the Shingle Creek and West Mississippi Watershed Management Commissions' joint Third Generation Watershed Management Plan. It is effective October 1, 2014.*

Please make your check payable to the watershed management commission in whose watershed your project is located when paying your application fees.

**Project Fees**

Single Family Lot .....	\$300
Single Family Residential Development, density less than 3 units per acre	
Total Site <15 acres .....	\$1,500
Total Site 15-29.99 acres .....	\$1,800
Total Site ≥30 acres .....	\$2,500
All Other Development	
Total Site <5 acres .....	\$1,700
Total Site 5-9.99 acres .....	\$2,200
Total Site 10-19.99 acres .....	\$2,200
Total Site ≥20 acres .....	\$3,000
Variance Escrow .....	\$2,000
Street/Highway/Utility Project .....	\$1,100

Note: Total site area includes wetland, buffer, right of way and other nondeveloped areas.

**Wetland Fees**

Wetland Delineation Review .....	\$300
Wetland Replacement Plan Escrow .....	\$1,500
Monitoring and Reporting Deposit .....	\$1,500
Wetland Replacement Deposit .....	Varies

## Fee Schedule (Effective October 1, 2017)

### Bassett Creek Watershed Management Commission Project Reviews

Project Review Fees (check appropriate boxes) <sup>1, 7</sup>		
<b><input checked="" type="checkbox"/> Base Fees</b>		
<input type="checkbox"/>	Single Family Lot (No add-on fees required) <sup>7</sup>	\$500
<input type="checkbox"/>	Projects Requiring Only Erosion and Sediment Control Review <sup>7</sup>	\$1,500
<input type="checkbox"/>	Municipal Projects <sup>2</sup> (No add-on fees required) <sup>7</sup>	\$1,500
<input type="checkbox"/>	All Other Projects	\$1,500
<b><input checked="" type="checkbox"/> Add-On Fees<sup>3</sup></b>		
<input type="checkbox"/>	1. Projects requiring Rate Control or Treatment to MIDS Performance Goal	\$1,000
<input type="checkbox"/>	2. Projects involving work within or below the 100-year floodplain (Table 2-9, Watershed Management Plan) - select highest of following add-on fees (a or b)	
<input type="checkbox"/>	a. Work involving filling and compensating storage within or below the 100-year floodplain (identified in Table 2-9)	\$1,000
<input type="checkbox"/>	b. Work along the Bassett Creek trunk system or inundation areas involving review of, or modifying the XP-SWMM model.	\$2,000
<input type="checkbox"/>	3. Work involving creek crossings (bridges, culverts, etc.)	\$1,000
<input type="checkbox"/>	4. Projects involving review of alternative BMPs <sup>4</sup>	\$1,000
<input type="checkbox"/>	5. Project involving variance request	\$1,000
<b><input checked="" type="checkbox"/> Wetland Fees<sup>5</sup></b>		
<input type="checkbox"/>	Wetland delineation review	Varies
<input type="checkbox"/>	Wetland replacement plan review	Varies
<input type="checkbox"/>	Monitoring and reporting	Varies
<input type="checkbox"/>	Wetland replacement escrow	Varies
<b>Total Project Review Fees <sup>6, 7</sup></b>		\$_____
<p>1 State agencies are exempt from review fees. Other public agencies are required to pay review fees and add-on fees.</p> <p>2 Including Minneapolis Park &amp; Recreation Board projects</p> <p>3 Required in addition to base fee (except for single family lots and municipal projects).</p> <p>4 BMPs not included in <i>Minnesota Stormwater Manual</i>.</p> <p>5 Wetland fees will be billed at actual cost for projects where BCWMC acts as the LGU for the Wetland Conservation Act or when a member city requests assistance from the BCWMC for wetland-related review tasks (BCWMC is the LGU for the cities of Medicine Lake, Robbinsdale and St. Louis Park).</p> <p>6 Include check for total project review fees or other fees with application form. Check should be payable to Bassett Creek Watershed Management Commission.</p> <p>7 If the actual cost to conduct a review reaches \$5,000, the applicant shall be required to reimburse the Commission for all costs it incurs in excess of \$5,000, in addition to base and add on fees. The Commission shall bill the applicant for the additional costs. If an applicant fails to fully reimburse the Commission for the additional costs, any future requests for a review from the applicant shall be deemed incomplete, and the Commission will not conduct a review, until all outstanding amounts have been paid.</p>		

## Elm Creek Watershed Management Commission Project Review Fee Schedule and Worksheet

**The following projects require review:** Any land-disturbing activity or the development or redevelopment of land as listed in Rule D.2. of Appendix O of the Commission's Watershed Management Plan. **The review period will not begin until the Commission has received a completed application form bearing city authorization to proceed, all appropriate materials, and fees.**

							Amount Due
<b>I. Application Fee</b>							<b>\$ 50.00</b>
<i>Note: When calculating acreage, round up to nearest whole no. Example, 31.35 acres = 32 acres.</i>							
<b>II. Project Reviews</b>							
<b>A. New Development - Area is the Site Area</b>							
	<b>1</b>	Residential					
		0 to 20 acres = Area x \$100					
		21 to 100 acres = \$2,000 + (Area minus 20 acres) x \$75					
		101 + acres = \$8,000 + (Area minus 100 acres) x \$20					
		maximum fee = \$10,000 + application fee					
	<b>2</b>	Commercial/industrial/institutional/governmental agency development project					
		0 to 40 acres = Area x \$250					
		41 + acres = \$10,000 + (Area minus 40 acres) x \$75					
		maximum fee = \$12,250 + application fee					
<b>B. Re-Development</b>							
	<b>1</b>	For <b>Re-Development</b> use the " <b>New Development</b> " rates above but use <b>Disturbed Area</b> (in acres) instead of <b>Site Area</b>					
		<i>Note: If more than 50% of the site is disturbed for a <b>Re-Development</b> project, use the <b>New Development</b> fee formula with <b>Site Area</b></i>					
<b>C. Development / Re-development with mapped floodplains on site</b>							
	<b>1</b>	No impact or impacts ≤ 100 cubic yards.		\$	100		
	<b>2</b>	Impacts ≥ 100 cubic yards.		\$	500		
<b>D. Linear Projects</b> Sidewalks and trails that do not exceed twelve feet in width, are not constructed with other improvements, and have a minimum of five feet of vegetated buffer on both sides are exempt from Stormwater Management requirements (Rule D), but have to comply with Erosion and Sediment Control requirements (Rule E). <b>Impervious area</b> includes any compacted gravel surface such as road shoulders, parking lots and storage areas.							
	<b>1</b>	1.0 - 2.0 acres new impervious surface = \$500					
	<b>2</b>	Over 2.0 acres new impervious surface = \$500 + (new impervious area minus 2.0 acres) x \$250					
		maximum fee = \$5,000 + application fee					
<b>E. Drainage alterations</b> - Any culvert installation or replacement, bridge construction, stream cross-section alteration, or activity requiring a DNR Waters Permit							
	<b>1</b>	on Elm, Rush, North Fork Rush, or Diamond Creeks		\$	500		
	<b>2</b>	on all other tributaries within the watershed		\$	100		
<b>F. Water appropriation permit (two years)</b>							\$ 50
<b>III. Failure to make application and receive approval prior to beginning work results in doubling of fees</b>							
<b>Total fees</b>							1
<i>Double Fee if III. applies</i>							1
<b>Total due (Line 1 or 2)</b>							

**Site Area** = new development area. (Acreage is based on Site Area)

**Buildable Area** = site area excluding wetlands and floodplains. Rights-of-way are included in buildable area. Acreage is based on total Site Area unless noted

**Disturbed Area** = any change in existing land surface.

**Density** = number of units per buildable area prior to development.

*(for office use only)*

<b>Date Application Received by Commission</b>	
<b>Project No.</b>	
<b>Fee Received</b>	

# Technical Memo



Responsive partner.  
Exceptional outcomes.

**To:** Shingle Creek/West Mississippi WMO TAC

**From:** Ed Matthiesen, P.E.  
Diane Spector

**Date:** May 27, 2020

**Subject:** CIP Project Estimated Levy Impacts

**Recommended TAC  
Action**

Review and make recommendation to the Commission as it sets the 2020 maximum levy.

At the last meeting the TAC was interested in better understanding the potential impacts to individual property owners of the proposed levy for 2020 Capital Improvement Projects.

The following is an estimate based on the tax capacity rate experienced in the certify 2018/pay 2019 year. That levy of \$479,900 resulted in a Tax Capacity Rate of \$0.00355. Using the median single family home value by city reported by Hennepin County in its Assessment Report 2020, Table 1 shows the estimated impact on an average home in each city.

Bear in mind the following when considering this data:

- The Tax Capacity Rate is variable year to year depending on the overall net tax capacity in the county and distribution by city.
- The median value data is for all the single-family properties in the city, so it may not be representative of the median value of the homes in the Shingle Creek watershed.

## Staff Recommendation

Recommend to the Commission a course of action as it decides its maximum levy at its June 11, 2020 meeting. Again, note this is the maximum levy, the Commission could later decide not to proceed with any of these projects prior to the certification date.

**Table 1. 2020 median value and tax capacity of a single family home by city and estimated Shingle Creek levy by project.**

City	2020 Median Value	Tax Capacity	City Cost Share	Partnership Cost Share	Plymouth Street Sweeper	Meadow Lake Management Plan	Connections II	Bass Creek Restoration	Total Levy
Brooklyn Center	\$207,000	\$2,070	\$1.53	\$0.77	\$1.15	\$4.60	\$6.13	\$6.13	\$20.31
Brooklyn Park	259,400	2,594	\$1.92	\$0.96	\$1.44	\$5.76	\$7.68	\$7.68	\$25.44
Crystal	220,000	2,200	\$1.63	\$0.81	\$1.22	\$4.89	\$6.51	\$6.51	\$21.57
Champlin	260,000	2,600							
Maple Grove	351,200	3,512	\$2.60	\$1.30	\$1.95	\$7.80	\$10.40	\$10.40	\$34.45
Minneapolis-Camden	169,500	1,695	\$1.25	\$0.63	\$0.94	\$3.76	\$5.02	\$5.02	\$16.62
New Hope	257,000	2,570	\$1.90	\$0.95	\$1.43	\$5.71	\$7.61	\$7.61	\$25.21
Plymouth	407,000	4,070	\$3.01	\$1.51	\$2.26	\$9.04	\$12.05	\$12.05	\$39.92
Robbinsdale	216,000	2,160	\$1.60	\$0.80	\$1.20	\$4.80	\$6.40	\$6.40	\$21.20

Median values from the Hennepin County Assessment Report 2020. Tax capacity is 1% times the value up to \$500,000, plus 1.25% on incremental value greater than \$500,000.

**Informational data**

2020 Proposed Project	Levy	Tax Capacity Rate
Cost share (city projects)	\$106,050	\$0.0007403
Connections II Stream Restoration	424,200	0.0029612
Plymouth Street Sweeper	79,540	0.0005552
Meadow Lake Management Plan	318,150	0.0022209
Bass Creek Restoration	424,200	0.0029612
Partnership cost share (private projects)	53,025	0.0003701

Tax capacity rate is based on the ratio of the \$479,900 levy 2018/2019 having a tax capacity rate of .00335