



2006 Annual Report

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West Mississippi Watershed Management Commission
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2006 Annual Report

Annual Activity Report. This annual report has been prepared by the West Mississippi Watershed Management Commission in accordance with the Annual Reporting Requirements of Minnesota Rules chapter 8410.0150, Subparts 2 and 3.

2006 Activities. Following is a summary of the work effort undertaken by the West Mississippi Watershed Management Commission in 2006 to meet its goals and objectives and projected work plan. More information regarding these activities may be found in this *Annual Report* and on the Commission's website, www.shinglecreek.org.

Many of these activities are shared with the Shingle Creek Watershed Management Commission since the two commissions developed their Watershed Management Plan, Water Quality Plan and other guiding documents together. However, since the West Mississippi watershed lacks the extensive water resources of the Shingle Creek watershed, it has a limited water quantity and quality monitoring program and no scheduled capital improvements.

- Reviewed three projects for conformance with Commission's Rules and Standards.
 - Served as the local government unit (LGU) for administering the Wetland Conservation Act (WCA) for the cities of Brooklyn Center, Brooklyn Park and Osseo.
 - Reviewed local water management plan from the city of Brooklyn Center for conformance with the Commission's second generation plan.
 - Considered a Major Plan Amendment to the Commission's Second Generation Management Plan that adopts a Water Quality Plan (WQP) and an amended Capital Improvement Plan (CIP).
 - Considered 16 projects from five cities for consideration for the joint 2007-2009 Capital Improvement Plan (CIP).
 - Began Phase II of the stream assessment program for Bass, Eagle, Pike, Twin and Oxbow Creeks in the Shingle Creek watershed and Mattson Brook and Edinburg/Century Channels in the West Mississippi watershed.
 - Provided hydrologic information to the City of Osseo regarding a drainage problem in its downtown area. The City eventually abandoned consideration of a project that would move ten acres that flow to Shingle Creek to the West Mississippi watershed.
 - Adopted a \$141,200 operating budget, with member assessments totaling \$110,350.
 - Participated in Hennepin County's Wetland Health Evaluation Program (WHEP) with one site in the Shingle Creek watershed and one site in the West Mississippi watershed.
 - The Shingle Creek and West Mississippi Commissions' Education and Public Outreach Committee (EPOC) continued to identify educational and public relations opportunities. The EPOC invited representatives from the Elm Creek and Bassett Creek watershed organizations to participate as members of a "joint" committee to explore collaborative efforts.
 - Conducted an annual review of the Commission's National Pollutant Discharge Elimination System (NPDES)-II Education and Public Outreach Minimum Measure Program and submitted a report to the participating MS4s (municipalities with separate storm sewer systems).
 - Awarded Water Quality Education Grants to Earle Brown Elementary School, the Patrick Henry High School Garden Club, the Crystal Environmental Quality Commission, Monroe Elementary School and Minneapolis Blooms.
 - Sponsored the Great Shingle Creek Watershed Cleanup with seven participating member cities from the Shingle Creek and West Mississippi Commissions.
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- In collaboration with the Elm Creek and Bassett Creek watershed organizations, began developing a survey to determine the public's understanding of water-related issues.
- Made appearances at public events such as the Plymouth Yard and Garden Expo.
- Adopted resolutions relating to municipal tort liability limits, creation of a Technical Advisory Committee (TAC), and commencing the review process of a major amendment to the Management Plan. Copies of these resolutions are included as Appendix 1.
- Continued operation of the Commission's web site, www.shinglecreek.org.
- Actively sought grant opportunities to fund Commission projects.
- Published an Annual Report summarizing the Commission's yearly activities and financial reporting of revenues and expenditures and other communications in accordance with MN Rules 8410.0100, Subp.4.
- Worked with governmental agencies and other watershed management organizations toward a common goal of protecting water resources and improving water quality within the watershed.

The Commission. The West Mississippi Watershed Management Commission is governed by a five-member board comprised of representatives from each member city who are appointed for terms of three years. The five member cities are Brooklyn Center, Brooklyn Park, Champlin, Maple Grove, and Osseo. Commissioners who served in 2006 are shown in *Appendix 2*.

Consultants. The Commission has no employees. The names of the consultants currently retained by the Commission are listed in *Appendix 2*.

Meetings. The Commission meets monthly at 12:45 p.m. on the second Thursday of the month at Lancer's, 8700 Edinbrook Crossing, Brooklyn Park. The meetings are open to the public. Current meeting notices and agendas and prior meeting minutes are posted on the Commission's website, www.shinglecreek.org.

Joint Powers Organization. The 1982 Metropolitan Surface Water Management Act (chapter 509) mandates that all watersheds within the seven county metropolitan area be governed by a watershed management organization. The West Mississippi Watershed Management Commission was formed in 1984 under a Joint Powers Agreement (JPA) between the five cities having land within the West Mississippi watershed. The JPA may be found at www.shinglecreek.org.

On March 21, 2006 the members of the Commission adopted an amendment to the JPA that, for general fund purposes, set member assessments for the year 2004 as an assessment cap. The cap will be adjusted in future years based on changes in the Consumer Price Index and cannot be exceeded by the Commission without the consent of a majority of the member cities. Further, the Commission cannot increase the assessment by more than 20% in any one year without the consent of a majority of the members, even if such an increase is within the assessment cap. A supplementary assessment, allowed under the existing JPA, together with the regular annual assessment for any one year cannot exceed the limits noted above without the consent of a majority of the member cities.

Watershed Management Plan. In accordance with the Metropolitan Water Management Act, the Commission prepared a watershed management plan that described the watershed's physical and hydrologic policies, identified management issues and strategies and proposed an implementation

program for managing the water resources of the watershed. This “first generation” watershed management plan was adopted by the Commission in 1990.

Since four of the five member cities in the West Mississippi Watershed Management Commission (Brooklyn Center, Brooklyn Park, Maple Grove and Osseo) are also members of the Shingle Creek Commission, the two Commissions worked jointly to develop their “Second Generation” plan. It was adopted on May 13, 2004.

The Second Generation plan represents a major shift in the focus of the Commissions – from an emphasis on *controlling the amount* of stormwater runoff to an emphasis on *protecting and improving the quality* of water in the lakes and streams in the watersheds. Another new priority is water quality education for property owners, students and public officials. The Commissions also adopted new standards that require developing properties to infiltrate some runoff on site as well as require buffer areas between new development and lakes, streams and wetlands.

Eight water management goals were identified in the Second Generation Watershed Management Plan:

- Protect and improve water quality based on practical use.
- Reduce erosion and sedimentation.
- Maintain the existing 100-year flood profile throughout the watersheds.
- Protect and improve wetlands.
- Establish an education and public outreach program.
- Protect and improve groundwater quality and promote groundwater recharge.
- Strive to provide water quality that supports recreation, fish and wildlife based on practical use.
- Develop an appropriate management strategy for Hennepin County Ditch #13.

During 2005 and 2006 the Commissions have been considering an amendment to their Second Generation Watershed Management Plan that will update the Water Quality Plan and Capital Improvement Program/Cost Sharing Policy. Following the mandated review and comment periods, the Commissions conducted a public hearing at a special meeting called on December 20, 2006. No significant comments were received. A final 45-day review period and approval by the Board of Water and Soil Resources (BWSR) must follow. It is anticipated these approvals will be in place by spring 2007, leaving sufficient time to go through the project hearing and county approval phases so that projects included in the 2006-2007 Capital Improvement Program (CIP) can be funded from the 2008 county levy.

**Table I
Local Management Plan Status**

Member City	Local Plan Approved by Commission	Pending Requirements	WCA LGU
Brooklyn Center	2006	NURP	Commission
Brooklyn Park	1995	Commission	Commission
Champlin	2001	Commission	Commission
Maple Grove	1995	NURP	City
Osseo	1999	NURP	Commission

Local Management Plans. Following adoption of the Second Generation plan, member cities are required to adopt or amend their local water management plans to be in conformance with the Commission's plan within two years, or May 2006. The status of local plan development is shown in Table 1.

The City of Brooklyn Center submitted its local watershed plan update for review in March 2006. As part of its review, the Metropolitan Council directed the City to incorporate total maximum daily load (TMDL) activities (Shingle Creek watershed) into the Plan. The Commission approved Brooklyn Center's local plan in June 2006.

Project Reviews. The Commission currently reviews proposed land development and redevelopment projects as well as other projects affecting water resources within the West Mississippi watershed. Projects are reviewed in accordance with the management standards and policies of the Commission and recommendations are made to the member city in which the project is located. It is the city's responsibility to enforce the Commission's recommendations to ensure that natural resources are protected and water quality improvements are implemented. In 2006 the Commission reviewed the projects listed in *Appendix 3*.

Copies of the engineer's reports and recommendations approved by the Commission for these projects are found at www.shinglecreek.org. A map showing their locations is also found in *Appendix 3*. In 2006 no variances were granted by the Commission as part of the review process.

The Commission has developed a pond inspection procedure in order to determine if projects are being completed as proposed. At the end of 2005 Commission Staff had inspected all of the approximately 50 eligible sites. The Commission will develop a protocol for cities to use if they choose to take on this responsibility in the future as part of their NPDES-II programs.

Wetland Conservation Act. The West Mississippi Watershed Management Commission currently serves as the local governmental unit (LGU) for administering the Minnesota Wetland Conservation Act (WCA) of 1991 unless member cities have elected to serve in that capacity. The City of Maple Grove has notified the Board of Soil and Water Resources (BWSR) and the Commission of its intent to serve as LGU. Projects reviewed in 2006 by the Commission in its capacity as LGU are identified in *Appendix 3*.

A Wetland Management Policy adopted by the Commission in 1994 provides that the Commission will consider participation in the state wetland bank once such a bank has been established and LGUs are notified. During 2006, the Commission did not approve any banking of wetlands.

Water Quality Plan. The Shingle Creek and West Mississippi Watershed Management Commissions' Water Quality Plan (WQP) is intended to help achieve their Second Generation Management Plan goal of protecting and improving water quality. The WQP outlines activities spanning the next ten years, including developing TMDLs and individual management plans for major water resources in the watersheds. The major components of the WQP are:

- Classification, prioritization and numerical water quality goals for lakes (Shingle Creek);
- Water quality goals for streams;
- Identification of wetlands that are of highest priority for conducting functions and values assessments;
- An implementation plan, including monitoring, education, management planning and a CIP; and
- Standard protocols for monitoring.

The Water Quality Implementation Plan charts the course the Commissions will take to meet their Second Generation Management Plan goals to protect and improve water quality and meet Commission and State water quality standards and is comprised of four parts:

- A monitoring plan to track water quality changes over time;
- Detailed management plans for meeting water quality goals for each resource;
- A capital improvement plan; and
- An education and public outreach plan.

Activities proposed in the Management Plan include developing individual management plans for major water resources. In addition, the Commissions will:

- Complete and implement TMDLS (Shingle Creek);
- Establish numerical water quality goals for lakes (Shingle Creek); and
- Identify priority wetlands for preservation or restoration.

The WQP sets forth the Commissions' water quality goals, standards, and methodologies in more detail than those established in the Second Generation Management Plan; provides philosophical guidance for completing water resource management plans; and provides direction for the ongoing water quality monitoring programs that will be essential to determining if the implementation programs are effectively improving water quality.

In 2007 the Commissions will adopt a revised and updated WQP as part of a major amendment to their Second Generation Watershed Management Plan. A copy of the proposed Water Quality Plan can be viewed at www.shinglecreek.org.

Water Quality Monitoring. The Shingle Creek and West Mississippi Watershed Management Commissions annually monitor the lakes and streams of the watersheds to assess the current status of water resources in their respective watersheds as well as to monitor progress toward accomplishing the goals set forth in their WQP.

Currently, the majority of the Commissions' water quality monitoring program is conducted in the Shingle Creek watershed where stream monitoring for water quantity and quality, lake monitoring and macroinvertebrate monitoring take place. In the West Mississippi watershed, only macroinvertebrate monitoring is conducted. The Commissions' technical staff obtains most stream water quality data while volunteers collect most lake water quality and stream macroinvertebrate data.

A description of the Shingle Creek Commission's stream and lake monitoring programs is found in its 2006 Annual Report. Details of the findings of the Commissions' various monitoring programs are outlined in their 2006 Water Quality Monitoring Report. Both documents are found on the Commission's website.

Macroinvertebrate Monitoring. Macroinvertebrate monitoring was initiated in 1995 to provide hands-on environmental education for high school and college students, promote river stewardship and obtain water quality information on streams in Hennepin County. Called River Watch, the program connects teachers and students with professionals to monitor the health of local streams. The Commission has been a sponsor of the River Watch Program since 1998.

Changes in high school graduation standards and school budget reductions are making it difficult to attract and retain school groups. In past years, monitoring has occurred at one site in the West Mississippi watershed – Site

20 where Edinbrook Channel turns into Mattson Brook in Brooklyn Park. However, in 2006 this site was not monitored.

The River Watch program is under the auspices of the Hennepin County Department of Environmental Services (HCDES). A detailed report of the 2006 monitoring results is found on the Hennepin County website, [http://www.co.hennepin.mn.us/River Watch](http://www.co.hennepin.mn.us/River%20Watch). For more information, contact mary.karius@co.hennepin.mn.us.

Wetland Health Evaluation Program. In 2006 Hennepin County invited the Commission to participate in a new program called WHEP - the Wetland Health Evaluation Program.

WHEP utilizes volunteers to collect macroinvertebrate and plant data on wetlands. That data is used to calculate an Index of Biotic Integrity (IBI) for each monitored wetland. The IBI can be used as an indicator of general wetland health, and as a metric to help detect change. Changes in hydrology, water quality, etc., will be reflected in the types of plant communities in the wetland and by the pollution-tolerance of the macroinvertebrates.

In 2006 the Shingle Creek and West Mississippi Commissions participated in WHEP with two wetlands. The wetland in the Shingle Creek watershed is located in Plymouth near Timber Shores Park where Bass Creek outlets from Bass Lake.

The wetland in the West Mississippi watershed is located in the Brooklyn Park Environmental Preserve. It is a 0.75-acre Type 5 wetland located in a 590-acre watershed within the City's Environmental Area. It has approximately 30% impervious cover and is surrounded on three sides by wetlands, with a narrow unmowed strip on the fourth side. The goal for this wetland is to detect changes in the biotic community, better understand stresses and preserve the functions of the wetland. The rating for invertebrates in this wetland was *Excellent*, the best in Hennepin County, with a total IBI score of 28. The wetland vegetation was rated *Poor*. Reed canary grass was estimated to have over 50% coverage and was the dominant species found.

The *2006 Hennepin Field Season Summary* of the Minnesota Wetland Health Evaluation Program is available by contacting mary.karius@co.hennepin.mn.us.

Stream Assessments. The streams that drain the Shingle Creek and West Mississippi watersheds have, for the most part, been converted from natural channels to open channel stormwater conveyances, either deliberately or simply over time. The purpose of conducting the stream assessments is to determine existing stream conditions, and to identify problems and opportunities to:

- Correct erosion and sedimentation problems
- Improve fish and wildlife habitat
- Restore native vegetation
- Increase recreational opportunities
- Increase connectivity
- Establish new or widen existing buffers
- Improve aesthetics

Stream Assessment, Phase II. Phase I of the Stream Assessment focused primarily on the Shingle Creek corridor in Brooklyn Center and Brooklyn Park and Ryan Creek in Robbinsdale, all in the Shingle Creek watershed.

In the second phase of the Stream Assessment, Bass, Eagle, Pike, and Twin Creeks in the Shingle Creek watershed and Oxbow Creek and Mattson Brook and Edinbrook/Century Channels in the West Mississippi watershed were evaluated. Initiated in 2006, the bulk of the work consisted of field assessment of the estimated 11.8 miles of Phase II streams.

The stream assessment tools that were used in the Shingle Creek Corridor Study were used in Phase II as well. The Stream Visual Assessment focuses on near-stream and streambank and rates each reference site using a standard scoring system for the following:

Channel condition	Water Appearance	Instream fish cover
Hydrologic alteration	Nutrient enrichment	Pools
Riparian zone width	Manure presence	Riffle quality
Bank stability	Salinity	Invertebrate habitat
Canopy cover	Barriers to fish movement	Macroinvertebrates present

The second major tool used was the EPA’s Rapid Bioassessment Protocol which focuses on habitat and stream structure. Together these assessment tools allow for quantification of stream conditions, not only for the initial analysis but also serve as a baseline for monitoring change and documenting future improvement.

Findings and recommendations will be available early in 2007. It is anticipated that the final report will be used by the Commissions and member cities to develop management activities and prioritize and complete specific capital improvements as well as to provide guidance when development and redevelopment provide opportunities to incorporate environmental amenities.

Brooklyn Center Streambank Stabilization Project. The Brooklyn Center Restoration project was a successful collaborative effort between the Commission, the Mississippi National River and Recreation Area (MNRRA), the Army Corps of Engineers, the City of Brooklyn Center, Great River Greening, Fortin Consulting and local residents.

The project focused on stabilizing and revegetating a disturbed stretch of shoreline in Brooklyn Center along the property of eight homeowners using native plants. The collaboration between project partners began in 2002 and culminated in revegetation by local residents and neighborhood volunteers in 2005. Ultimately, 580 trees, shrubs and vines and 5200 containerized flowers and grasses were planted. Local residents have been trained to conduct maintenance on the sites to ensure project success into the future. Pictures of this project in progress can be viewed on the Commission’s website.

Capital Improvement Plan. The Second Generation Watershed Management Plan includes a general Capital Improvement Plan (CIP) that identifies a few projects, but states that more detail will be provided as part of the WQP and from the series of TMDLs and Management Plans to be developed over time.

The major plan amendment being considered by the Commissions identifies resource management studies and improvement projects that the Commissions should consider completing during the next ten-year planning period. The CIP and Work Plan were developed based on certain priorities and strategies for plan implementation:

- The Commissions will continue to control peak runoff rates at management sector boundaries and city boundaries, requiring development and redevelopment of certain sizes to adhere to a stormwater management plan that provides rate control and water quality improvements and adds an infiltration requirement. The watershed model will be maintained and the creek’s 100-year profile will be reevaluated.

- The Commissions' more active education and public outreach program will provide regular information to cities and local media for distribution, useful information on the Commissions' website, opportunities for and more interaction with schools.
- The Commissions' education and public outreach program will meet minimum requirements for NPDES Phase II and the Commissions will help facilitate other NPDES activities, such as facilitating training in good housekeeping methods for city staff, as requested.
- Over the first five years of the Second Generation Plan the Commissions will prioritize water resources and develop management plans for those resources by priority or as opportunity provides. These plans will include goals for maintaining or improving water quality based on practical use and implementation strategies that may include maintenance or capital improvements.
- The Commissions will promote Shingle Creek and other streams and rivers as greenways, emphasizing streambank improvements and habitat restoration where possible.
- The Commissions will prioritize wetlands for preservation and potential restoration. Buffers will be required adjacent to wetlands and watercourses as development or redevelopment occurs. Cities that are the LGUs for WCA will perform functions and values analyses on their wetlands in accordance with Commission standards. For those cities where the Commissions are the LGU, the Commissions' engineer will perform those analyses at the city's expense.
- The Commissions will create a Construction/Matching Grant Fund that will be used to: match grants for resources management projects or capital improvements; construct capital improvements that are of high watershed priority; are demonstration projects, or have otherwise been designated by the Commissions for construction by the Commissions; and as match or "seed money" to encourage local improvements.

Last year the Commissions' Technical Advisory Committee (TAC) began developing a cost share policy as an alternate to the capital project funding mechanism provided in the JPA. Included as part of the Major Plan Amendment, it proposes the following:

- If affected cities agree, 25% of the cost, to a maximum share of \$250,000 of qualifying capital projects, would be funded by the county ad valorem tax levy across all property in the watershed. A maximum annual levy of \$500,000 is proposed as a working guideline.
- The cities' share should be 75% of the cost of the project, apportioned to the cities as follows, or in some other manner acceptable to them:
 - ⇒ The area directly benefiting from the project should be apportioned 25% of the cost of the project.
 - ⇒ Fifty percent of the cost of the project should be apportioned based on contributing/benefiting area. The basis of this apportionment would likely be unique to each project.
 - ⇒ Cities would each decide the funding mechanism that is best suited to them for payment of their share, for example through special assessments, storm drainage utility, general tax levy, or watershed management tax district.

Implementation of projects and activities will occur as the Commissions' and cities' budgets permit. Most of the activities included in the Implementation Plan are already underway and would be continued. It is expected the Commissions will continuously update their annual CIPs as a part of their annual budget processes. In addition, the Commissions will continue to solicit grant opportunities to supplement project funding.

NPDES-II Education and Public Outreach Minimum Measure Program. The nine cities with land in the Shingle Creek and West Mississippi watersheds that are also MS4s (having municipal separate storm sewer systems) have designated the Commissions to prepare and provide the education and public outreach minimum measures of the NPDES-II stormwater pollution prevention programs. (Minneapolis is an NPDES-I city and has different requirements.)

Annually the Commissions prepare a joint Public Outreach program that incorporates many of the Commissions' current activities and identifies new activities to be undertaken in the future. These activities include:

- Volunteer lake and stream water quality monitoring
- Informational articles, brochures and website
- Water Quality Education Grants
- Water quality demonstration projects
- Handbooks for developers, contractors and maintenance staff
- Hands-on activities such as storm drain stenciling, watershed cleanups and shoreline restoration
- Special community events
- Outreach to lake associations
- Collaboration with WaterShed Partners

The program includes six elements - education and public outreach, public participation and involvement, illicit discharge and elimination, construction site stormwater runoff control, post construction stormwater management in new and re-development projects, and pollution prevention/good housekeeping for municipal operations. It serves as a base program that cities may supplement with additional programming and includes appropriate BMPs and measurable goals.

In 2006 EPOC, which coordinates NPDES activities, developed and published the brochure, "A Low-Salt Diet for Shingle Creek - A Chloride Reduction Guide for Parking Lots and Private Properties," as part of the chloride TMDL implementation plan. This brochure provides information aimed at citizens to inform them of the impact of salt on water resources and encourage reduced salt use in icy conditions. Member cities were invited to customize the brochure for their use.

Representatives from the Elm Creek and Bassett Creek Watershed Management organizations and Three Rivers Park District came together with representatives from the Shingle Creek and West Mississippi WMOs to form a joint EPOC to better coordinate and collaborate in education and outreach activities. Together they began planning for a joint opinion survey to help identify the water resources knowledge base of residents living in the nineteen cities covered by the four watershed organizations. They will continue to meet quarterly.

Upon recommendation of EPOC, the Commissions adopted a number of state manuals pertaining to construction activity and municipal maintenance good housekeeping. They are the MPCA manual, *Protecting Water Quality in Urban Areas* (2000), and the state manuals, *The Minnesota Stormwater Manual* (2005); and *Stormwater Compliance Assistance Toolkit for Small Construction Operators*. They also adopted MPCA model stormwater ordinance and Nonpoint Education for Municipal Officials (NEMO) ordinances as templates for city ordinances.

The Commissions provided an annual report of the NPDES-II program to the MS4s for their use in developing their own annual reports. A copy of the report is found on the Commissions' website.

Water Quality Education Grants. The Shingle Creek and West Mississippi Commissions co-sponsor a program to provide grant funding to promote water quality education. Grants of up to \$1,000 each are available to fund activities that raise awareness of water quality and improve water quality education. Faculty and staff of public and private K-12 schools, youth groups, service clubs, churches and neighborhood associations located in the Shingle Creek and West Mississippi watersheds are eligible to receive these grants. Costs of the grants are shared equally between the two commissions.

Funded activities must directly provide educational activities for participants, improve educators' knowledge, skills and ability to provide educational activities, or provide a "demonstration model" to further water quality education and awareness. Projects approved in 2006 were:

Monroe Elementary School Brooklyn Park	<i>"Pondering Pond Life" field trip to Elm Creek Park Reserve to learn about pond life, amphibians and reptiles from naturalist - second graders</i>
Earle Brown Elementary School Brooklyn Center	<i>"Growing and Changing" - first graders learn about changes in living things; "I Will Survive" - fifth graders learn how humans affect their environment</i>
Patrick Henry HS Garden Club Minneapolis	<i>Plan, purchase materials, construct, plant and maintain rain garden at Ryan Lake</i>
Crystal Environmental Quality Commission, Crystal	<i>"Adopt a Catch Basin" program to clean storm drains and distribute related educational materials</i>
Minneapolis Blooms, Minneapolis Cmte on Urban Environment (CUE)	<i>Rain garden seminars and workshops</i>

Public Outreach. The Commission continues to provide information and support to its member cities and the citizens living in those communities. Public involvement and participation is encouraged through a number of projects and events.

In addition, many of the cities within the watersheds have active outreach programs. These range from assisting lakeshore associations in promoting use of phosphorus-free fertilizer to providing educational materials to schools. All of the cities have some type of citizen commission that reviews and provides recommendations to their city councils. Below is a brief list of Commission outreach activities that occurred in 2006.

- Sponsored the fifth annual Great Shingle Creek Watershed Cleanup. Brooklyn Center, Brooklyn Park and Champlin participated. Crystal, Minneapolis, New Hope, Plymouth and Robbinsdale, members of the Shingle Creek Commission, also participated.
- Was represented at civic events such as the Plymouth Yard and Garden Expo. Distributed native seed packets to promote buffers and native plants.
- Was guest on cable show, *Evening with Juanita*, to discuss water quality and Commission activities.
- Began organizing the city applicator's workshops. These will provide an opportunity for city staffs to share their chloride-reduction strategies.

- Prepared e-newsletters and articles that provide updated information on Commission activities to cities and interested parties.
- Maintained website to allow for easy access to Commission activities and watershed information and events.

Grant Opportunities. In 2006 the Commission continued to actively seek grant opportunities to fund Commission projects. No grant applications were made in 2006.

Interest Proposals. The required biennial solicitation for interest proposals for professional, technical and wetland consulting services will be published in 2007.

Communications. The EPOC prepares periodic newsletters for distribution to member cities for reproduction and distribution to the public. These newsletters provide information relative to the Commissions' operations and implementation of their Management Plan. Articles describing current activities and projects are also included.

In addition, the EPOC from time to time provides news releases to member cities, local newspapers and other media describing Commission and watershed-wide activities and events. Newsletters, news releases, and this Annual Report are available on the Commission's website, www.shinglecreek.org.

Financial Reporting. Financial accounting is handled by the Commission's Treasurer, an elected officer. Monthly Treasurer's Reports are prepared for review and approval by the Commission at their monthly meetings. Karen Jaeger, representative from the City of Maple Grove, served as Treasurer for the Commission during 2006. Assistance was provided by Deputy Treasurer, Judie Anderson, JASS. The Commission's fiscal year is the calendar year.

Operating Budget. The Commission's Joint Powers Agreement provides that each member city contributes toward the annual operating budget based 50% on the area located within the watershed boundary and 50% on the tax capacity of all property within the watershed. The 2006 cost allocations to the members are shown as part of the Operating Budget found in *Appendix 4*.

Of the \$141,200 operating budget approved by the Commission for 2006, income of \$5,000 was projected as proceeds from grant funding, \$12,000 as application fees, and \$1,300 as interest income, resulting in assessments to members totaling \$110,350. \$12,550 was taken from reserves.

Treasurer's Reports. Details of the Commission's expenditures are provided in financial documents prepared by the Commission's Treasurer which show year-end totals and monthly expenditures for each accounting category (*Appendix 4*). Total expenditures for the year ending December 31, 2006 were \$91,817. Revenue received in 2006 totaled \$125,553, including fees of \$6,550 collected for projects reviewed by the Commission. No WCA escrows were received in 2006.

Financial Statement. The Commission's 2006 Audit was prepared by the firm of Johnson & Company, Ltd. Results of the audit indicate that the Commission's financial statements and reporting of revenue and expenditures for the year ending December 31, 2006, conform with generally accepted accounting principles. The Commission has implemented a new financial reporting model, as required by the provisions of Governmental Accounting Standard Board (GASB) Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*.

A copy of the audit is provided in *Appendix 4* and includes a balance sheet, statement of revenue and expenditures, and various notes. The Commission accounts for receipts and disbursements on the cash basis. Accrual entries are made for year-end financial statement presentation. The 2006 Audit was accepted by the Commission at their August 9, 2007 meeting.

Work Plan for 2007. The Commission's projected work plan for 2007 is as follows:

- Continue to review projects within the watershed in accordance with the management standards and policies of the Commission.
- Continue to serve as the local government unit (LGU) for administering the Minnesota Wetland Conservation Act unless member cities elect to serve as the LGU.
- Develop and implement an Education and Public Outreach program that meets the requirements of the Education and Public Outreach and Public Participation minimum measures of the NPDES-II permit program.
- Conduct an annual review of the NPDES-II permit program and submit a report to the participating MS4s.
- Conduct the Phase II Stream Assessment extending the Shingle Creek Corridor Study to the other major streams in the watersheds: Bass, Eagle, Pike, Twin, and Oxbow Creeks, Mattson Brook, and Edinbrook/Century Channels.
- Continue to fund and encourage participation by schools located within the watershed in Hennepin County's River Watch program.
- Identify wetland sites for participation in Hennepin County's Wetland Health Evaluation Program.
- Continually update the Commission's website.
- Adopt a 2008 Operating Budget.
- Adopt a Major Plan Amendment modifying the Second Generation Management Plan to include an updated Water Quality Plan and a revised Capital Improvement Plan and Cost Sharing Policy.
- Prepare periodic newsletters and other media releases in accordance with MN Rules 8410.0100, §4.
- Implement 2007 objectives of EPOC.
- Have a Commission presence at activities such as the Great Shingle Creek Watershed Cleanup and other member community events.
- Continue Water Quality Education Grant Program.
- Actively seek grant opportunities to fund Commission projects.
- Solicit interest proposals for technical, legal and administrative services for 2007-2008.
- Encourage cities to implement regional ponding facilities wherever feasible to treat stormwater runoff.
- Publish an Annual Report summarizing the Commission's yearly activities and financial reporting.
- Work with other governmental agencies and other watershed management organizations toward a common goal of protecting water resources and improving water quality within the watershed.

Questions regarding this report should be directed
to JASS, 763.553.1144 or judie@jass.biz.