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MINUTES

May 8, 2008

I. A meeting of the West Mississippi Watershed Management Commission was called to order by Chair Tina Carstens on Thursday, May 8, 2008, at 12:45 p.m., at Lancer at Edinburgh, 8700 Edinbrook Crossing, Brooklyn Park, MN.

Present were: Kathleen Carmody, Brooklyn Center; Tina Carstens, Brooklyn Park; Mark Gustafson, Champlin; Karen Jaeger, Maple Grove; Charles LeFevere, Kennedy & Graven; Ed Matthiesen and Diane Spector, Wenck Associates, Inc.; and Judie Anderson, JASS.

Also present: Shelley Schwaninger, Brooklyn Center; Mark Mata, Brooklyn Park; Rick Lestina, Maple Grove; Judy Sventek, Metropolitan Council; and Amy LeMieux, JASS.

Not represented: Osseo.

The meeting was suspended at 12:45 p.m. to conduct a public hearing to receive comment on a proposed major plan amendment to the Shingle Creek/West Mississippi Second Generation Watershed Management Plan. The meeting resumed at 2:38 p.m.

[Jaeger departed 2:38 p.m.]

II. Motion by Gustafson, second by Carmody to **approve the agenda**. Motion carried unanimously.

III. Motion by Carmody, second by Gustafson to approve the **minutes of the April 10, 2008 meeting**. Motion carried unanimously.

IV. Motion by Carmody, second by Gustafson to approve the **Treasurer's Report**. Motion carried unanimously.

V. Motion by Gustafson, second by Carmody to approve the **April claims**. Claims totaling \$9,106.69 were approved by roll call vote: ayes – Carmody, Carstens, and Gustafson; nays - none; absent – Maple Grove and Osseo.

VI. **Open Forum**. No one wished to speak.

VII. **Communications**. The Commissioners received copies of the **April Communications Log**. No action required.

VIII. **2009 Operating Budget**.

Staff presented a draft operating budget for consideration by the Commissioners. The proposed budget continues existing activities while limiting the increase in the total member assessment to the increase in the Consumer Price Index (4.0%).

A. The Commissioners discussed the need to accumulate funds to complete the third generation Watershed Management Plan. Options discussed by the Shingle Creek Commission included 1) a special assessment on the member cities in 2011 for the full cost of the plan (\$24-27,000 is the West Mississippi Commission's share); 2) accumulating funds through smaller assessments in 2009, 2010 and 2011; or 3) funding by Hennepin County through an ad valorem tax levy. The Shingle Creek Commission favored a fourth option, designating surplus funds from budget years 2007-2011 for the purpose of completing the plan. In the proposed 2009 West Mississippi budget revenue exceeds expenses by \$9,870. This amount has been designated as a contribution to the third generation planning effort. Anderson will research additional available funding for option 4.

B. As part of the proposed budget, Staff recommended that the 2009 management plan activity include development of a P8 or SWAT water quality model for the entire Shingle Creek/West Mississippi watershed. Because the \$5,000 designated for obtaining data and existing models, constructing the basic watershed model and calibrating it against the SWMM model is not sufficient, Staff recommends the Commission consider reallocating the excess revenues to this activity.



IX. Water Quality.

A. Joe Bischoff will make a presentation of the **2007 Annual Water Quality Report** results at the June meeting.

B. Upper Mississippi River Bacteria TMDL Project. Peggy Willenberg, representative from Plymouth, will represent Shingle Creek at upcoming Stakeholder Advisory Team (SAT) meetings and Champlin has named Todd Tuominen, Assistant City Engineer, and Andi Moffatt, WSB, to be their representatives for the West Mississippi and Elm Creek Commissions SAT and Technical Advisory Committee (TAC), respectively. It is anticipated the first meetings will occur in June.

X. Project Reviews. There were no projects.

XI. Watershed Management Plan.

A. The fieldwork portion of the **wetland functions and value assessment of the priority wetlands** in the Shingle Creek/West Mississippi WMO will begin the week of May 5, 2008. Six "reference" wetlands have been selected to complete a MnRAM function and value assessment. Based on conversations with city representatives the wetlands were strategically selected in various locations to obtain the most data possible. Staff has begun gathering the electronic and GIS data on these six wetlands and has created the MnRAM database for the project. Below are the locations of the six reference wetlands selected.

1. Meadow Lake, New Hope. Technically a wetland, not a lake, this wetland was selected to obtain data on a deeper wetland habitat.

2. Northern Brooklyn Park wetland. Located along the northern border of Brooklyn Park and southern portion of Champlin, this wetland has been selected to allow for some ground truth data of the 2001 Natural Resource Inventory.

3. Brooklyn Center wetland. This wetland is adjacent to Shingle Creek in an area of a proposed trail project behind city hall. The selection of this wetland will allow city staff to observe the MnRAM data collection and data available for review with the proposed trail project.

4. Plymouth wetland. City staff will select a wetland to complete a MnRAM analysis and gather ground truth data on the 1994 function and value assessment.

5. Southern Crystal wetland. A series of wetlands acting as storm water basins are located in southern Crystal. One of the basins will be selected for a MnRAM analysis. The other basins will be observed at the time of the field investigation to determine their similarities with the wetland selected.

6. Robbinsdale wetland east of Lower Twin Lake. Apparently the only wetland in Robbinsdale, it continues into northern Brooklyn Center

B. Except for those with land in the Minnehaha Creek Watershed District or the Mississippi WMO, all the cities in Shingle Creek/West Mississippi should have completed a **local water management plan** update by the end of 2006. Currently, Brooklyn Center has a completed and approved plan; Brooklyn Park anticipates completing their plan by the end of 2007; and Maple Grove will complete their LWMP in tandem with their Comprehensive Plan. The status of the Champlin and Osseo plans is unknown.

C. The **next TAC meeting** will be held at 8:30 a.m., Thursday, May 22, 2008, at Crystal City Hall.

XII. Education and Public Outreach Program.

A. Water Quality Education Grants. The Shingle Creek Commission has been contacted by a teacher/Assistant Vice Principal at Patrick Henry High School in Minneapolis about a potential short program he was proposing to the school district. This 2-1/2 week summer program would be oriented around Shingle Creek and provide "make up" credits for 40-50 students in science and social studies. He asked if the Commission would be interested in participating and being a resource to this program. After contacting Hennepin County, Three Rivers Park



District (TRPD), and the Minneapolis Park Board to learn what they could offer, Staff met with teachers at the school. It became apparent they were seeking a greater level of involvement from the Commission in terms of providing content and activities than initially anticipated. The draft program has the potential to be a good, continuing program for high school students and fits well with the joint Commissions' education and outreach program. It also provides education and outreach opportunities to an underserved group – most of the students are of Asian, African-American, or immigrant background and many are economically disadvantaged.

The estimated cost for staff time and equipment rental for this program is \$7,500. The Commissions' education and outreach budget in 2008 is \$51,400. An additional \$6,000 is available in 2008 through the Commissions' Water Quality Education Grant program. County, TRPD and Park Board staff would also be involved in this program, with the cost of their staff time and materials borne by the respective agencies. In addition, Patrick Henry would apply for an education and outreach grant of \$1,000 to cover the cost of materials, transportation, and any Three Rivers programming that must be provided at cost. If the first year is successful, the high school and school district would like to offer the program every summer and, hopefully, bring in additional partners to reduce the expense to the Commission. Specific details and associated costs of the program are outlined in Staff's May 8, 2008 memo.

Motion by Carstens, second by Gustafson to authorize Commission staff to work together with Patrick Henry High School, Hennepin County, Three Rivers Park District, the Minneapolis Park Board, and other interested parties to finalize the program and provide classroom and field learning opportunities at a cost to the Commissions not to exceed \$7,500. Motion carried, Carmody opposed.

B. Partnership Opportunities.

1. The joint EPOC subcommittee will meet on May 16, 2008 to begin formulating an education and public outreach program for 2008-09 based on the results of the **opinion survey**. Recommendations will be submitted to the Commissions at a future meeting.

2. **Rain Garden Workshops.** Workshops A have been scheduled for Plymouth and Crystal on May 15 and June 3, 2008, respectively. A Workshop B is scheduled on May 31 in Plymouth.

3. Commissioners received copies of the *Blue Thumb Guide to Raingardens*. Staff will determine the cities' interest in purchasing additional copies for departmental use.

4. **The Great Shingle Creek Watershed Cleanup** was held April 19-26, 2008. Staff is soliciting feedback from the city coordinators.

C. The **next EPOC meeting** is scheduled for noon, Tuesday, June 3, 2008, at the JASS offices.

XIII. Grant Opportunities.

XIV. Other Business. There being no further business before the Commission, motion by Carmody, second by Gustafson to adjourn. The meeting was adjourned at 2:50 p.m.

Respectfully submitted,

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

Judie A. Anderson
Recording Secretary
JAA:tim

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