

## REGULAR MEETING MINUTES

May 9, 2024

(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 meeting of the Shingle Creek Watershed Management Commission and the West Mississippi Watershed Management Commission was called to order by Shingle Creek Chair Andy Polzin at 12:50 p.m. on Thursday, May 9, 2024, at Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN.

Present for Shingle Creek: David Mulla, Brooklyn Center; Burt Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Ray Schoch, Minneapolis; Bob Grant, New Hope; John Roach, Osseo; Andy Polzin, Plymouth; and Wendy Scherer, Robbinsdale. Not represented: Brooklyn Park.

Present for West Mississippi: David Mulla, Brooklyn Center; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; and John Roach, Osseo. Not represented: Brooklyn Park.

Also present were: James Soltis, Brooklyn Center; Mitch Robinson, Brooklyn Park; Randy Bergstrom and Ben Perkey, Crystal; Mark Lahtinen, Maple Grove; Elizabeth Stout and Nico Cantarero, Minneapolis; Nick Macklem, New Hope; James Kelly, Osseo; Amy Riegel and Ben Scharenbroich, Plymouth; Richard McCoy and Jenna Wolf, Robbinsdale; Todd Shoemaker, Diane Spector, and Katie Kemmitt, Stantec; Troy Gilchrist, Kennedy & Graven; Any Juntunen, JASS; Mike Sorensen, Minneapolis Park and Recreation Board; and Jen Dullum, Board of Water and Soil Resources (BWSR).

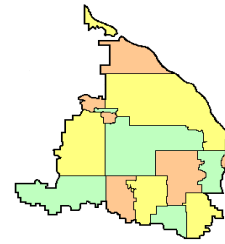
### II. AGENDAS AND MINUTES.

Motion by Schoch, second by Jaeger to approve the **Shingle Creek agenda with removal of item 7.b. Eagle Lake SWA** to the June meeting to allow prior discussion by the Technical Advisory Committee.\* *Motion carried unanimously.*

Motion by Butcher, second by Mulla to approve the **West Mississippi agenda**.\* *Motion carried unanimously.*

Motion by Schoch, second by Roach to approve the **minutes\*** of the April 11, 2024, regular meeting. *Motion carried unanimously.* Motion by Jaeger, second by Butcher to approve the **minutes\*** of the April 11, 2024, regular meeting. *Motion carried unanimously.*

### III. FINANCES AND REPORTS.



**A. Motion by Schoch, second by Grant to approve the Shingle Creek May Treasurer's Report\*and claims totaling \$48,129.50. Voting aye: Mulla, Orred, Jaeger, Schoch, Grant, Roach, Polzin, and Scherer; voting nay: none; absent: Brooklyn Park.**

**B. Motion by Jaeger, second by Roach to approve the West Mississippi May Treasurer's Report\* and claims totaling \$13,867.88. Voting aye: Mulla, Butcher, Jaeger, and Roach; voting nay: none; absent: Brooklyn Park.**

**IV. OPEN FORUM.**

Jean Myers and Sharon \_\_\_\_\_, from the 4710 58th Avenue N Condominium Association in Crystal were present to discuss rising water levels on their property, which backs up to Wetland 639W in the Crystal MAC Wildlife Area. The Shingle Creek WMO participated in relocating a parking lot on the property which had originally been built below the floodplain level and was regularly flooded several years ago. The residents noted that the area hadn't flooded before 1985 and expressed concern with current erosion. They also requested assistance with erosion control and soil retention on the property, as well as investigating whether there is more stormwater flowing through the wetland or a blockage in the creek to Twin Lake resulting in higher water levels. Staff will review.

Jaeger noted that there was a recent article in the Star Tribune regarding flooding on the north side of Minneapolis. Climate change and higher precipitation events are causing flooding in prone areas more often than in the past.

**V. OLD BUSINESS.**

**VI. PROJECT REVIEWS.**

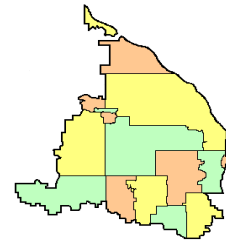
**VII. 2025 OPERATING BUDGETS.**

The operations of the Commissions are governed by Joint Powers Agreements (JPAs) which require a budget and the resulting proposed city assessments for the coming year to be reported to the member cities by July 1. Staff's May 3 memos are the first step in the 2025 budget process and cover the core of the Commissions' activities, including administration, engineering, legal, technical services, monitoring, education/outreach programs and basic operations. Capital and cost-share projects are handled separately from the operating budget.

The primary source of funds for operations is from assessments on the cities having land in the watershed. The cities share proportionally in that cost based 50% on their area within the watershed and 50% on their net tax capacity in the watershed. Tax capacity serves as a proxy for level and density of development. Most, but not all, of the cities fund these assessments from their Storm Utility Funds.

The JPAs includes a cost cap that limits the increases in annual city assessments to the *cumulative* increase in the Consumer Price Index, using the assessment in 2004 as a base. This is *not* an annual cap so, if the Commissions choose not to increase the assessment or increases less than inflation, they have the ability in the future to increase the assessment by more than the annual rate of inflation to "catch up."

Other sources of funding are project review fees and interest. The Commissions' interest earnings in 2023 were quite sizable and are also on track to be significant in 2024. For budget purposes Staff kept



that expectation moderate and consider those earnings to be a windfall rather than something that will continue.

**A. SHINGLE CREEK.**

1. Table 1 shows the 2023 unaudited actual revenues and expenses. The revenue received was significantly more than budgeted due to higher interest earnings on the bank balance of levy and grant funds held on behalf of cities prior to project completion. Project review fees were greater than expected in the budget. Table 1 also shows an allocation from reserves to offset the engineering and legal expenses associated with the TH 252/94 EIS project.

Administrative costs were well below budget. Project review activity was greater than expected. Table 1 separates the engineering and legal expenses specific to the TH 252/94 EIS and the Blue Line extension. The allocation from reserves noted above will offset the EIS expenses, while the Met Council has agreed to reimburse the Commission for the cost of the Blue Line review. That has not yet been invoiced, so the offsetting revenue will be shown in 2024. Monitoring and Education continue at the same levels with slightly increased costs.

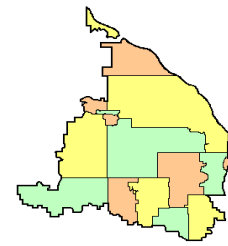
2. With a few notable exceptions the proposed budget shown in Table 1 generally continues the same activities at the same level of effort as 2024. Table 2 shows the proposed member assessments by city.

a. *Interest (line 4).* The 2025 budget assumes that fund balance will decrease in the near future as projects are completed and paid out.

b. *Engineering Services (lines 8-11).* There has been an increase in the general level of service to the cities, as well as the number of planning meetings regarding potential future projects and studies. While the Commission has been successful at receiving grants, there is a reporting obligation associated with each. Where we can incorporate that into the grant budget we do. These line items are proposed to be adjusted in 2025 to better reflect the actual cost and level of service.

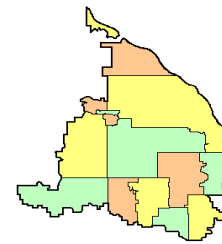
c. *Meeting Expense (line 16).* The new meeting location at the Plymouth Community Center charges a monthly room rental, which together with the lunch cost are the primary meeting expenses. This cost is split between Shingle Creek at 70% and West Mississippi at 30%. The budget assumes that in 2025 the Commission will continue to meet in that location.

d. *Contribution to 5th Generation Plan (line 28).* While it is several years away, it is recommended that the Commission begin to save funds to be used in developing the 5th generation management plan.



**Table 1. Proposed Shingle Creek 2025 operating budget.**

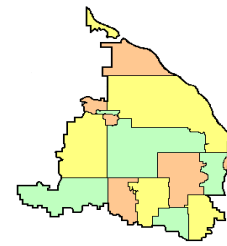
		<b>2023 Budget</b>	<b>Unaudited 2023</b>	<b>2024 Budget</b>	<b>Proposed 2025</b>
<b>REVENUE</b>					
1	Application Fees	\$15,000	\$21,000	\$15,000	\$15,000
2	Member Assessments	370,000	370,000	370,000	372,000
3	Reserves-Hwy 252/94 EIS Review		9,250		
4	Interest	250	166,054	20,000	20,000
	<b>TOTAL REVENUE</b>	<b>\$385,250</b>	<b>\$566,304</b>	<b>\$405,000</b>	<b>\$407,000</b>
<b>EXPENSES</b>					
<b>ADMINISTRATION</b>					
5	Administrative Services	\$70,000	\$63,328	\$70,000	\$70,000
6	Engineering Support	15,000	13,444	15,000	15,000
7	Project Reviews/WCA	1,500	733	1,500	1,200
	<b>Subtotal</b>	<b>\$86,500</b>	<b>\$77,505</b>	<b>\$86,500</b>	<b>\$86,200</b>
<b>ENGINEERING</b>					
8	Engineering Services	\$77,000	\$76,621	\$80,000	\$87,000
9	Grant Application Writing	11,000	12,60	12,000	12,000
10	Project Reviews/WCA	30,000	37,844	35,000	37,500
	Highway 252/94 EIS Review		8,239		
	Blue Line Extension		2,857		
11	TMDL 5 Year Reviews	5,000	4,215	5,000	5,000
	<b>Subtotal</b>	<b>\$123,000</b>	<b>\$142,378</b>	<b>\$132,000</b>	<b>\$141,500</b>
<b>LEGAL</b>					
12	Legal Services	\$6,000	\$6,221	\$6,000	\$6,500
	Highway 252/94 EIS Review		1,011		
	Blue Line Extension		108		
	JPA Update		409		
	<b>Subtotal</b>		<b>\$7,749</b>		<b>\$6,500</b>
<b>MISCELLANEOUS</b>					
13	Bookkeeping	8,000	9,101	8,000	10,500
14	Audit	7,500	6,300	7,500	7,500
15	Insurance & Bonding	3,200	3,142	3,200	3,400
16	Meeting Expense	5,000	6,300	6,000	6,500
	<b>Subtotal</b>	<b>\$23,700</b>	<b>24,843</b>	<b>\$24,700</b>	<b>\$27,900</b>
<b>PROGRAMS</b>					
<b>Monitoring</b>					
17	Stream Monitoring	\$34,000	\$35,582	\$36,000	\$36,000
18	Stream Monitoring-USGS	4,200	0	4,200	4,200
19	Commission Lake Monitoring	28,000	28,709	30,000	28,000
20	Citizen Assisted Lake Monitoring	5,200	2,346	5,000	6,500
21	Vol Wetland Monitoring	0	0	0	0
22	Vol Stream Monitoring	2,000	0	2,000	0
23	Annual Monitoring Report	17,500	19,579	16,500	18,100
	<b>Subtotal</b>	<b>\$90,900</b>	<b>\$86,216</b>	<b>\$93,700</b>	<b>\$92,800</b>



		2023 Budget	Unaudited 2023	2024 Budget	Proposed 2025
	<i>Education</i>				
24	Education Program	17,000	\$16,296	\$24,000	\$24,000
25	WMWA SC Share	11,500	9,000	11,500	11,500
	<b>Subtotal</b>	<b>\$28,500</b>	<b>\$25,296</b>	<b>\$35,500</b>	<b>\$35,500</b>
	<b>MANAGEMENT PLAN</b>				
26	Plan Amendments	0	1,600	1,000	500
27	Subwatershed BMP Assessment	5,000	0	0	0
	<b>Subtotal</b>	<b>\$5,000</b>	<b>1,600</b>	<b>\$1,000</b>	<b>\$500</b>
	<b>PROJECTS</b>				
28	Contribution to 5 <sup>th</sup> Gen Plan	\$0	\$0	\$0	\$10,000
29	To/(From) Reserves	21,650	200,717	25,600	6,100
	<b>Subtotal</b>	<b>\$21,650</b>	<b>\$200,717</b>	<b>\$25,600</b>	<b>\$16,100</b>
	<b>TOTAL OPERATING EXPENSE</b>	<b>\$385,250</b>	<b>\$566,304</b>	<b>\$405,000</b>	<b>\$407,000</b>

**Table 2. Proposed 2025 member city assessments compared to previous years.**

2023 Community	Acreage	2022 Tax Capacity	Cost Allocation Based on Area		Cost Based on Tax Capacity		Total Cost	
			%age	Dollars	%age	Dollars	%age	Dollars
Brooklyn Center	3,720	24,644,155	13.07%	24,181	10.46%	19,344	11.76%	43,525
Brooklyn Park	7,080	53,297,576	24.88%	46,022	22.61%	41,835	23.75%	87,857
Crystal	2,480	17,648,187	8.71%	16,121	7.49%	13,853	8.10%	29,973
Maple Grove	5,020	47,582,121	17.64%	32,632	20.19%	37,349	18.91%	69,980
Minneapolis	1,950	15,730,473	6.85%	12,676	6.67%	12,347	6.76%	25,023
New Hope	2,070	21,261,174	7.27%	13,456	9.02%	16,688	8.15%	30,144
Osseo	300	2,799,609	1.05%	1,950	1.19%	2,197	1.12%	4,148
Plymouth	4,380	38,250,294	15.39%	28,472	16.23%	30,024	15.81%	58,495
Robbinsdale	1,460	14,476,873	5.13%	9,491	6.14%	11,363	5.64%	20,854
<b>Total</b>	<b>28,460</b>	<b>235,690,462</b>	<b>100%</b>	<b>185,000</b>	<b>100%</b>	<b>185,000</b>	<b>100%</b>	<b>370,000</b>
2024 Community	Acreage	2023 Tax Capacity	Cost Allocation Based on Area		Cost Based on Tax Capacity		Total Cost	
			%age	Dollars	%age	Dollars	%age	Dollars
Brooklyn Center	3,720	25,567,389	13%	24,181	10%	18,689	12%	42,871
Brooklyn Park	7,080	56,705,102	25%	46,022	22%	41,451	24%	87,473
Crystal	2,480	18,739,269	9%	16,121	7%	13,698	8%	29,819
Maple Grove	5,020	53,080,785	18%	32,632	21%	38,801	19%	71,433
Minneapolis	1,950	16,419,161	7%	12,676	6%	12,002	7%	24,678
New Hope	2,070	22,759,451	7%	13,456	9%	16,637	8%	30,093
Osseo	300	3,099,165	1%	1,950	1%	2,265	1%	4,216
Plymouth	4,380	41,524,951	15%	28,472	16%	30,354	16%	58,826
Robbinsdale	1,460	15,187,729	5%	9,491	6%	11,102	6%	20,593
<b>Total</b>	<b>28,460</b>	<b>253,083,002</b>	<b>100%</b>	<b>185,000</b>	<b>100%</b>	<b>185,000</b>	<b>100%</b>	<b>370,000</b>



2025 Community	Acreage	2024 Tax Capacity	Cost Allocation Based on Area		Cost Based on Tax Capacity		Total Cost	
			%age	Dollars	%age	Dollars	%age	Dollars
Brooklyn Center	3,644	25,531,735	13.28%	24,704	10.02%	18,641	11.65%	43,345
Brooklyn Park	7,087	57,427,908	25.83%	48,046	22.54%	41,928	24.19%	89,974
Crystal*	2,447	18,567,549	8.92%	16,589	7.29%	13,556	8.10%	30,145
Maple Grove*	4,937	53,131,240	17.99%	33,470	20.86%	38,793	19.43%	72,263
Minneapolis	1,872	17,391,200	6.82%	12,691	6.83%	12,697	6.82%	25,388
New Hope	1,953	22,778,439	7.12%	13,240	8.94%	16,631	8.03%	29,870
Osseo	254	3,140,133	0.93%	1,722	1.23%	2,293	1.08%	4,014
Plymouth*	3,807	41,327,712	13.88%	25,809	16.22%	30,173	15.05%	55,983
Robbinsdale	1,435	15,463,104	5.23%	9,728	6.07%	11,290	5.65%	21,018
<b>Total</b>	<b>27,436</b>	<b>254,759,020</b>	<b>100%</b>	<b>186,000</b>	<b>100%</b>	<b>186,000</b>	<b>100%</b>	<b>372,000</b>

**B. WEST MISSISSIPPI.**

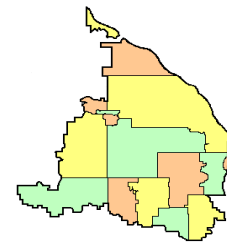
1. Like Shingle Creek, the West Mississippi Commission has not increased assessments every year. However, the ability to increase continues to accumulate with inflation. For 2025, the Commission could increase assessments to as much as \$203,090 and still stay within the JPA cap. The recommended 2025 budget assumes an assessment of \$160,000, which is no increase following several years of no or minimal change in the assessment. The proposed allocations to each city are shown in Table 3. They are based on the areas and valuations using the new watershed boundary. Other sources of funding are project review fees and interest. The Commission’s interest earnings in 2023 were quite sizable and 2024 is also on track to be significant. In 2025, Staff kept that expectation moderate and consider those earnings to be a windfall rather than something that will continue.

2. With a few notable exceptions the proposed budget shown in Table 2 generally continues the same activities at the same level of effort as 2024. Some of the line items have been adjusted and reallocations made.

3. *Engineering Services (line 8-10).* There has been an increase in the general level of service to the cities, as well as the number of planning meetings regarding potential future projects and studies. These line items are proposed to be adjusted in 2025 to better reflect the actual cost and level of service.

4. *Meeting Expense (line 15).* The meeting location at the Plymouth Community Center charges a monthly room rental, which together with the lunch cost are the primary meeting expenses. This cost is split between Shingle Creek at 70% and West Mississippi at 30%. The budget assumes that in 2025 the Commission will continue to meet at that location.

5. *Volunteer Stream and Wetland Monitoring (lines 16-17).* In the past, one site on Mattson Brook site has been monitored for macroinvertebrates through the Hennepin County River Watch program. County staff are in the process of trying to recalibrate the program and, until further advised, the Commission will not budget to participate in 2025. The volunteer wetland monitoring program was discontinued in 2022.

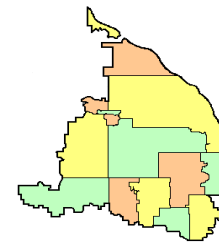


6. *Education Program (line 20).* The Fourth Generation Plan placed a renewed emphasis on education and outreach, especially in two areas: outreach to underserved communities and education regarding chloride management. Staff recommend the Commission increase its 2025 budget to take on these new activities.

7. *To (from) reserves (lines 4 and 25).* To avoid increasing the city assessments for the 2025 budget, the Commission plans to dip into the cash reserves by \$13,450 to balance budgeted costs and revenues. At the end of 2023, the Commission collected more revenue than expected, mainly in interest earned on its significant fund balance. It also spent more than budgeted, mainly on project reviews and engineering services. Therefore, the Commission will need to allocate funds from the cash reserve on line 4 to balance the 2023 budget. The 2023 actual figures shown on Table 3 are pre-audit. Following completion of the audit, the excess balance, which is estimated at \$49,669, will accrue to the cash reserves.

**Table 3. Proposed West Mississippi Commission 2025 budget.**

		2023 Budget	2023 Actual	2024 Budget	Proposed
<b>INCOME</b>					
1	Application fees	\$20,000	\$8,900	\$20,000	\$20,000
2	Interest income	100	61,552	5,000	5,000
3	Assessment	156,200	156,200	160,000	160,000
4	Reserve - general	0		8,000	13,450
	Reserve – Hwy 252/94 EIS Review		8,299		
	<b>TOTAL INCOME</b>	<b>\$176,300</b>	<b>\$234,951</b>	<b>\$193,000</b>	<b>\$198,450</b>
<b>EXPENSES</b>					
	<i>Administration:</i>				
5	Administrative services	\$32,000	\$29,315	\$32,000	\$32,000
6	TAC/engineering support	4,000	3,746	4,000	4,500
7	Project reviews/WCA	1,500	495	1,500	1,000
	<b>Subtotal</b>	<b>\$37,500</b>	<b>\$33,556</b>	<b>\$37,500</b>	<b>\$37,500</b>
	<i>Engineering:</i>				
8	Engineering services	\$32,300	\$38,664	\$35,000	\$37,000
9	Grant writing	0		500	0
	Hwy 252/94 EIS Review		7,761		
10	Project reviews/WCA	25,000	30,086	30,000	32,000
	<b>Subtotal</b>	<b>\$57,300</b>	<b>\$76,511</b>	<b>\$65,500</b>	<b>\$69,000</b>
	<i>Legal:</i>				
11	Legal services	\$5,000	\$4,950	\$5,000	\$5,500
	MN DOT Scoping Project		538		
	JPA Update		409		
	<b>Subtotal</b>	<b>\$5,000</b>	<b>\$5,897</b>	<b>\$5,000</b>	<b>\$5,500</b>
	<i>Miscellaneous:</i>				
12	Accounting	\$3,400	\$4,487	\$4,000	\$4,700
13	Audit	6,500	4,700	6,500	6,500
14	Insurance & bonding	3,000	2,709	3,000	3,100
15	Meeting expense	3,000	2,700	3,000	3,250
	<b>Subtotal</b>	<b>\$15,900</b>	<b>\$14,596</b>	<b>\$16,500</b>	<b>\$17,550</b>
	<i>Monitoring:</i>				
16	Vol stream monitoring	\$0		\$0	\$0
17	Vol wetland monitoring	2,000		0	0
18	Outfall & stream monitoring	22,600	19,518	24,000	24,000



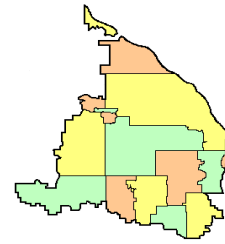
19	Annual monitoring report	7,500	9,643	8,000	8,900
	<b>Subtotal</b>	<b>\$32,100</b>	<b>\$21,161</b>	<b>\$32,000</b>	<b>\$32,900</b>
	<i>Education:</i>				
20	Education program	\$17,000	\$16,296	\$24,000	\$24,000
21	WMWA implementation activities	11,500	9,000	11,500	11,500
	<b>Subtotal</b>	<b>\$28,500</b>	<b>\$25,296</b>	<b>\$35,500</b>	<b>\$35,500</b>
	<i>Management Plans:</i>				
22	Plan amendments	\$0	\$265	\$1,000	\$500
23	Subwatershed BMP assessment	0	0	0	0
	<b>Subtotal</b>	<b>\$0</b>	<b>\$265</b>	<b>\$1,000</b>	<b>\$500</b>
24	Contribution to 5th Gen Plan	0	0	0	0
25	To reserves (pre-audit)	0	\$46,045	0	0
<b>TOTAL OPERATING EXPENSE</b>		<b>\$176,300</b>	<b>\$234,951</b>	<b>\$193,000</b>	<b>\$198,450</b>

**Table 4. Proposed 2025 member city assessments.**

2023 Community	Acreage	2022 Tax Capacity	Cost Allocation Based on Area		Cost Based on Tax Capacity		Total Cost	
			%age	Dollars	%age	Dollars	%age	Dollars
Brooklyn Center	1,660	12,143,055	10.46%	8,169	10.41%	8,128	10.43%	16,298
Brooklyn Park	9,880	70,196,684	62.26%	48,623	60.16%	46,988	61.21%	95,611
Champlin	3,620	28,305,110	22.81%	17,815	24.26%	18,947	23.54%	36,762
Maple Grove	530	4,218,843	3.34%	2,608	3.62%	2,824	3.48%	5,432
Osseo	180	1,811,681	1.13%	885	1.55%	1,213	1.34%	2,098
<b>Totals</b>	<b>15,870</b>	<b>116,675,373</b>	<b>100.00%</b>	<b>78,100</b>	<b>100.00%</b>	<b>78,100</b>	<b>100.00%</b>	<b>156,200</b>
2024 Community	Acreage	2023 Tax Capacity	Cost Allocation Based on Area		Cost Based on Tax Capacity		Total Cost	
			%age	Dollars	%age	Dollars	%age	Dollars
Brooklyn Center*	1,660	12,820,589	10.46%	8,368	9.80%	7,840	10.13%	16,208
Brooklyn Park	9,880	76,834,739	62.26%	49,806	58.73%	46,987	60.50%	96,793
Champlin*	3,620	30,101,719	22.81%	18,248	23.01%	18,408	22.91%	36,657
Maple Grove*	530	6,081,491	3.34%	2,672	4.65%	3,719	3.99%	6,391
Osseo	180	4,979,253	1.13%	906	3.81%	3,045	2.47%	3,951
<b>Totals</b>	<b>15,870</b>	<b>130,817,791</b>	<b>100.00%</b>	<b>80,000</b>	<b>100.00%</b>	<b>80,000</b>	<b>100.00%</b>	<b>160,000</b>
2025 Community	Acreage	2024 Tax Capacity	Cost Allocation Based on Area		Cost Based on Tax Capacity		Total Cost	
			%age	Dollars	%age	Dollars	%age	Dollars
Brooklyn Center	1,736	12,857,776	11.68%	9,343	10.54%	8,430	11.11%	17,773
Brooklyn Park	9,870	75,766,477	66.40%	53,123	62.09%	49,675	64.25%	102,798
Champlin	2,591	26,961,713	17.43%	13,945	22.10%	17,677	19.76%	31,622
Maple Grove*	441	4,559,884	2.97%	2,374	3.74%	2,990	3.35%	5,363
Osseo	226	1,873,794	1.52%	1,215	1.54%	1,229	1.53%	2,444
<b>Totals</b>	<b>14,864</b>	<b>122,019,644</b>	<b>100</b>	<b>80,000</b>	<b>100</b>	<b>80,000</b>	<b>100</b>	<b>160,000</b>

\*Includes WS 0: parcels with no assigned watershed





**VIII. 2024-2025 CIP.**

This is the annual call for potential revisions to the 2024 and 2025 CIP. Staff are not aware of any upcoming projects that should be added to the CIP. Projects less than \$200,000 should be submitted to the cost-share program rather than the CIP. Cities with projects on the current CIP can request they be moved or removed from the CIP at any time. The current CIPs for Shingle Creek and West Mississippi are shown in Tables 1 and 2 of Staff’s May 3, 2024 memo and include projects that have been on the CIP for years and keep getting pushed back until such time as they are ready for implementation. With no change proposed, no action is required by either Commission.

**IX. BROOKDALE PARK SHINGLE CREEK REMEANDER AND REGIONAL TRAIL BANK STABILIZATION & FISH ACCESS IMPROVEMENTS.**

**A.** Stantec analyzed two segments of Shingle Creek within the City of Brooklyn Park, upstream and downstream of Xerxes Avenue for stream restoration purposes. Segment 1 is approximately 5,500 feet in length and starts 700 feet downstream of Noble Avenue to Xerxes Avenue; Segment 2, is approximately 2,000 feet in length and runs from Xerxes Avenue to the pedestrian bridge north of Palmer Lake. Both segments were taken to 30% design.

The primary project objectives for Segment 1 are to remeander a previously straightened segment of the creek using natural channel design techniques, reduce soil loss to improve water quality and fish and wildlife habitat through biological enhancements, and integrate proposed improvements within the park for user educational and recreational opportunities. The primary project objectives for Segment 2 are to develop feasible solutions for bank stabilization and fishing access improvements within this reach. Restoration of these channel segments were an implementation action in the Shingle Creek Biotic and DO TMDL and the Fourth Generation Plan.

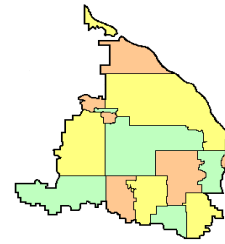
Stantec developed two concept design alternatives. Public input included (1) don’t want trail on their property; (2) want stream between trail and private property; (3) want ability to walk next to the creek; and (4) have looped trails. Residents liked the wildlife and wanted the island protected. They cited minimal fishing use. Crime and maintenance of trails were also named as a concern. Based on City and community input received, Stantec refined the alternatives into one revised concept and further refined this concept into 30% preliminary design plans and opinion of probable cost. Segment 1 estimate construction cost totals \$2,047,175; Segment 2, \$568,875.

**B.** Next steps are to determine funding sources and pursue grants. Have not had recent discussions re public art project due to expense of such projects. Because of the expense of this project, a phased approach may want to be considered. This project has significant potential to enhance habitat, which is not part of the costs noted above.

The Clean Water Fund grant program application will be open within a month or so but may be too soon to apply for the Brookdale project.

Motion by Schoch, second by Roach to accept this report. *Motion carried unanimously.*

*[Mulla departed 1:46 p.m.]*



X. **EAGLE LAKE SWA.** Discussion postponed to June meeting.

XI. **EDUCATION AND PUBLIC OUTREACH.**

A. **The 2023 NPDES Annual Report** has been delayed and will be emailed to cities when available.

B. WMWA continues to implement the roll-out of media kits for cities' newsletter, websites, and social media. WMWA is also working on shoreline naturalization workshops targeted toward Eagle Lake in Shingle Creek and Fish Lake in Elm Creek.

C. **West Metro Water Alliance (WMWA)** will meet via Zoom at 8:30 a.m., June 11, 2024.

XII. **JOINT POWERS AGREEMENT.**

Gilchrist briefed the members on the update and comments received. He indicated he is not looking to change the JPA dramatically, but to make the documents more modern and easier to read. Round 2 of revisions include defining CIP and non-CIP projects, procedures and budgeting. The Commissioners and TAC members scheduled a meeting on May 21 to discuss other changes to the JPAs in more detail.

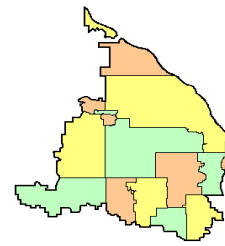
The JPAs expire on December 31, 2024. Changes must be agreed-to by the Commissions prior to forwarding them to the member cities for review and approval by that date. It was suggested that the final documents be accompanied by an informational piece explaining what a watershed is, etc.

XIII. **STAFF REPORT.\***

A. **Watershed Based Implementation Funding (WBIF) Convene Group.** The WBIF convene group met on April 22, 2024. The group continued to refine and prioritize projects for potential funding. The highest priority for the group is continued funding for the Hennepin County shared education and outreach coordinator position. There is also continued interest in keeping the Hennepin County Chloride Initiative going, but work would need to have a measurable water quality benefit. Carp removals on Twin and Crystal Lakes have emerged as high priority. The group also discussed three high-cost projects: new brine equipment for New Hope and Brooklyn Park, and the Eagle Lake watershed BMP identified in the Eagle Lake SWA. These projects would be eligible for partial funding, but other funding sources will need to be identified before they will be recommended for WBIF funding. The next WBIF convene group meeting will be held in late May where members will continue to discuss priority projects and refine cost estimates.

B. **Maintenance Fund.** At the Commission's March meeting, they approved a Work Order for 2024 Maintenance Fund Activities. Activities included are Bass Lake curly-leaf pondweed (CLP) control and Ryan Creek carp barrier maintenance. Stantec estimated the CLP herbicide treatment at \$4,000 and recommended the Commission approve the treatment cost. Due to the short window of application times, the Commission provided authorization for the application to proceed before reviewing the quotes received, so quotes are presented here for information.

Stantec received quotes from two local applicators for CLP control under the Bass Lake Alum Treatment project. A quote totalling \$2,773.50 was accepted from PLM Lake and Land Management who treated 13.5 acres of Bass Lake on April 29, 2024.



**C. Project Updates.** The status of the various grant and cost share projects is shown on the last page of the report.

**XIV. OTHER BUSINESS.**

There being no further business before the Commissions, the joint meeting was adjourned at 2:27 p.m.

Respectfully submitted,

Handwritten signature of Amy Juntunen

Amy Juntunen  
Recording Secretary

AAJ:tim

May 9, 2024 Regular Meetings\_ja