

REGULAR MEETING MINUTES

June 13, 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 12:47 p.m. on Thursday, June 13, 2024, at Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN.

Present for Shingle Creek: Burt Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Ray Schoch, Minneapolis; Bill Wills, New Hope; John Roach, Osseo; Andy Polzin, Plymouth; and Wayne Sicora, Robbinsdale. Not represented: Brooklyn Center and Brooklyn Park.

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

Also present were: Ahmed Omer, Brooklyn Center; Mitch Robinson, Brooklyn Park; Randy Bergstrom and Jesse Struve, Crystal; Derek Asche, Maple Grove; Nico Cantarero, Minneapolis; Nick Macklem, New Hope; Amy Riegel and Talori Dunsworth, Plymouth; Richard McCoy and Wendy Scherer, Robbinsdale; Todd Shoemaker and Katie Kemmitt, Stantec; Troy Gilchrist, Town Law Center; Amy Juntunen, JASS; Mike Sorensen, Minneapolis Park and Recreation Board; and Katie Hembre, University of Minnesota.

II. AGENDAS AND MINUTES.

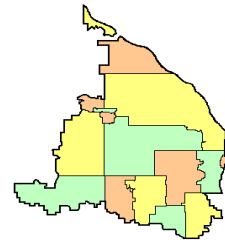
Motion by Schoch, second by Jaeger to approve the **Shingle Creek agenda** with the addition of **item 5.c. Accept 2023 Audit.** * Motion carried unanimously.

Motion by Butcher, second by Roach to approve the **West Mississippi agenda** with the addition of **item 5.c. Accept 2023 Audit.** * Motion carried unanimously.

Motion by Schoch, second by Jaeger to approve the **minutes*** of the May 9, 2024, regular meeting. *Motion carried unanimously.*

Motion by Roach, second by Butcher to approve the **minutes*** of the May 9, 2024, regular meeting. *Motion carried unanimously.*

III. FINANCES AND REPORTS.



A. Motion by Schoch, second by Jaeger to approve the Shingle Creek **June Treasurer's Report* and claims** totaling \$57,928.83. Voting aye: Orred, Jaeger, Schoch, Wills, Roach, Polzin, and Sicora; voting nay: none; absent: Brooklyn Center and Brooklyn Park.

B. Motion by Butcher, second by Roach to approve the **West Mississippi June Treasurer's Report* and claims** totaling \$21,992.16. Voting aye: Butcher, Jaeger, and Roach; voting nay: none; absent: Brooklyn Center and Brooklyn Park.

IV. OPEN FORUM.

A. **Katie Hembre**, University of Minnesota, Fisheries, Wildlife & Conservation Biology, presented **Native and Invasive Aquatic Plant Response to Alum Treatments: Bass Lake.** She presented her Master's research on the impact of lake alum treatments on aquatic vegetation communities. Results showed that many lakes experience an increase in vegetation abundance, including both native and invasive species, following alum treatments. Bass Lake exhibited this trend, as well as significantly decreased phosphorus and increased Secchi depth following alum treatments in 2019 and 2020.

B. On May 24, 2024, the Commissions received notification from **Kennedy & Graven** that Troy Gilchrist will leave their employ effective June 7, 2024, to enter into private practice to focus on smaller communities and watershed organizations such as Shingle Creek and West Mississippi. The Commissions can choose to remain with Kennedy & Graven, with David Anderson and Sam Ketchum serving as their attorneys; continue to have Gilchrist provide them with legal representation through his new firm Town Law Center, PLLP; or retain another law firm for legal representation.

The Commissions will also be required to go out for bids for service providers in December 2024.

It was a consensus that the Commissions should remain with Gilchrist through the JPA revision process. Gilchrist indicated his rates would remain the same as they were with K&G. He is projecting 7-10 years before retirement.

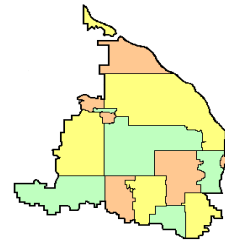
Motion by Sicora, second by Schoch to continue working with Gilchrist starting today, and until such time as the Commission may make an alternative choice, and approving payment for today's work. *Motion carried unanimously.*

Motion by Butcher, second by Roach to approve the action stated above. *Motion carried unanimously.*

V. OLD BUSINESS.

VI. PROJECT REVIEW.

SC2024-02 Maple Grove Community Center,* 12951 Weaver Lake Road. Improvements to the Community Center including arena expansion, playground, sport court, and parking lot. The proposed project area covers 15.15 acres of the 21.51-acre site (two adjacent parcels). Following development, the project area will be 81 percent impervious with 12.3 acres of impervious surface, an increase of 2.4 acres. The complete project application was received on May 31, 2024.



Commission rules require the site to infiltrate 1.1 inches of runoff from new impervious and reconstructed impervious area within 48 hours. The new and reconstructed impervious area on this site is 11.00 acres, requiring infiltration of 1.0 acre-feet within 48 hours. The applicant proposes to defer providing volume control as part of a future City project downstream of the Community Center project site. The City intends the future project will provide volume control for the Community Center project and a future City street reconstruction project.

To comply with the Commission’s water quality treatment requirement, the site must provide treatment so there is no net increase in TP or TSS from pre- to post-development land cover. Runoff from the site is proposed to be routed to Regional Ponds SC-P45 and SC-P51. The applicant meets Commission water quality treatment requirements.

Commission rules require that site runoff is limited to predevelopment rates for the 2-, 10-, and 100-year, 24-hour, and 100-year, 10-day critical storm event. Runoff from the site is proposed to be routed to Regional Ponds SC-P45 and SC-P51. The applicant meets Commission rate control requirements.

The erosion control plan includes a rock construction entrance, perimeter silt fence/biolog, silt fence surrounding detention ponds/infiltration basins, inlet protection, rip rap at inlets, slope checks, and native seed specified on the pond slopes. The erosion control plan meets Commission requirements.

The National Wetlands Inventory does not identify any wetlands on site and there are no Public Waters on this site. The applicant meets Commission wetland and Public Waters requirements.

There is no FEMA-regulated floodplain on this site. The low floor elevations of the buildings are at least two feet higher than an on-site pond and underground storage system, which are both proposed to meet City pipe capacity limitations, not Commission standards. The applicant meets Commission floodplain requirements.

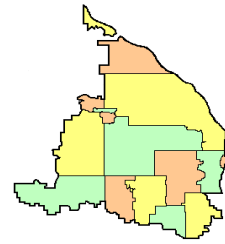
The site is not located in a Drinking Water Source Management Area (DWSMA). The applicant meets Commission drinking water protection requirements.

The City Planning Commission considered the project at their June 10, 2024, meeting and the City Council will consider this project at their June 17, 2024, meeting, each meeting satisfying Commission public notice requirements.

An Operations & Maintenance (O&M) agreement is not required.

Motion by Schoch, second by Jaeger to advise the City of Maple Grove that project SC2024-02 is approved subject to the following conditions:

1. Specify species included in “Native Seed Mix Type A” and “Native Seed Mix Type B”. Both are specified on Sheet L-101, but the species within each are not specified in the landscape plans.
2. Submit a plan by December 31, 2024, that identifies how volume control consistent with the watershed rules will be provided. The plan shall include the location, approximate footprint, supporting soils/geotechnical documentation, and total volume control anticipated. Construction of the required volume control shall be completed by July 1, 2028.



Motion carried unanimously.

VII. 2025 OPERATING BUDGETS.

Staff's June 6, 2024, memos* duplicate the budgets proposed in May except for the Education budget where the WMWA assessment has been increased in both Commissions from \$11,500 to \$17,000. Member assessments remained at \$372,00 and \$160,000 and Operating Expenses at \$407,000 and \$203,950 for Shingle Creek and West Mississippi, respectively.

At their meeting preceding this meeting, the Technical Advisory Committee (TAC) approved the budgets as presented and also recommended that the Commissions consider a policy for future use of interest income. Discussion centered on whether interest income should be used to lower member assessments.

It was also noted that Staff are preparing a memo to accompany the budgets which will explain in more detail the impact of the recent boundary changes to the member assessments.

Motion by Schoch, second by Sicora to accept the Shingle Creek budget and member assessments as proposed. Motion carried unanimously.

Motion by Butcher, second by Roach to accept the West Mississippi budget and member assessments as proposed. Motion carried unanimously.

VIII. 2023 FINANCIAL AUDITS.*

Motion by Wills, second by Jaeger to accept the Shingle Creek 2023 Audit as presented. Motion carried unanimously.

Motion by Butcher, second by Roach to accept the West Mississippi 2023 Audit as presented. Motion carried unanimously.

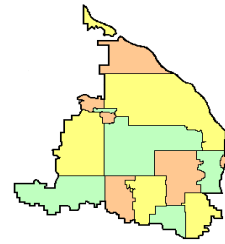
The audit reports must be received by the State Auditor by June 30, 2024.

IX. 2024-2025 CIP.

A. The Commissions each revised their Capital Improvement Program (CIP) as part of the Fourth Generation Watershed Management Plan. The CIP typically is reviewed each year and amended as necessary to add, delete, or amend projects as opportunities arise, priorities change, or costs are re-evaluated. The TAC and Commissions solicited the cities for potential revisions to the CIP earlier this year. No new projects are proposed to be added to the CIP, so there is no need to undertake a Minor Plan Amendment this year.

However, Staff recommends some minor modifications to the Shingle Creek CIP that can be adopted as simple housekeeping changes with no plan amendment necessary. The changes are highlighted in Table 1 of Staff's June 6, 2024, memo* and described below:

1. Bass Creek Restoration. Staff walked the stream along with City staff and all agreed that the stabilization work is less extensive than originally thought. It was agreed to modify the project budget from \$500,000 \$300,000 and reschedule the project to 2025 for construction in 2026.



2. Minneapolis Shingle Creek. Staff have been meeting with Minneapolis Park Board staff about this upcoming work in Minneapolis. MPRB is interested in partnering but is in the very early planning stages. They are comfortable rescheduling that project to 2025.

3. Brookdale Park. Staff continue to work with Brooklyn Park and Three Rivers Park District on next steps for the remainder project. The project cost and funding are still under development. Staff recommends proceeding with a levy in 2024 to match the amount levied in 2023, but to add a placeholder of \$200,000 in 2025 that is reallocated from the Bass Creek project. This would be revenue-neutral and would preserve some funding flexibility as project development proceeds.

4. There are no proposed changes to the West Mississippi CIP.

The proposed changes do not require a plan amendment, nor do they result in any changes in bottom line overall Commission contributions. If there are no additional changes to the CIPs, the Commissions will proceed as shown in Tables 1 and 2 of the memo.

Motion by Schoch, second by Sicora to approve the modifications to the CIP. *Motion carried unanimously.*

B. Set Maximum Levies.

Motion by Schoch, second by Sicora to set Shingle Creek's maximum 2024 levy, pay 2025, at \$1,299,113. *Motion carried unanimously.*

Motion by Roach, second by Butcher to set West Mississippi maximum 2024 levy, pay 2025, at \$159,075. *Motion carried unanimously.*

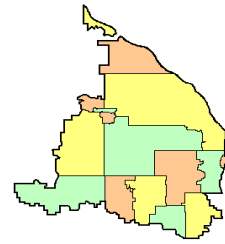
X. JOINT POWERS AGREEMENT.

Since the discussion on the draft joint powers agreement (JPA) at the May meeting, Gilchrist has received and reviewed comments from Maple Grove, Plymouth, and Minneapolis, responding to each comment in a chart that was the focus of the work session held on May 21, 2024. Discussion at that meeting resulted in direction for further amendments to the draft JPA.

Included in the meeting packet is an updated version of the Shingle Creek JPA as well as a redline showing all of the changes made since the version presented at the May meeting. Also included in the packet is a draft of the updated West Mississippi JPA. They are virtually identical, other than the list of member cities.

The proposed timeline is to have the Commissions review the JPAs and provide any final comments they may have. Gilchrist will make any needed edits and send the JPAs to each of the member cities for final review by city staff and, if they desire, their city attorneys. Cities will need to submit any final comments by the end of June so a final version of the JPA can be prepared and presented to the Commissions at their July meetings. The Commissions would then act at that meeting to formally forward the JPA to the cities for adoption before the end of the year.

XI. WATER QUALITY.



A. Brooklyn Center Elementary School.* The Trust for Public Land (TPL) works with schools throughout Minnesota to improve their play spaces. These improvements often integrate native plantings, enhance stormwater management on the site, and provide education opportunities for the students. TPL staff contacted Shingle Creek Commission staff in January 2024 regarding potential partnership opportunities for improvements at Brooklyn Center Elementary School.

TPL recently learned that Senator Klobuchar and Representative Omar have chosen to sponsor the Brooklyn Center Elementary Community Schoolyard project for FY25 community project funding. Their sponsorship does not guarantee funding since each office has a limit as to how much funding they can request through this process. To strengthen the likelihood that Brooklyn Center Elementary receives funding, TPL is requesting a letter of support from the Commission and Staff have provided proposed language for the letter.

Motion by Schoch, second by Jaeger to send the letter of support and to add Senator Tina Smith as an addressee. *Motion carried unanimously.*

B. Eagle Lake SWA. In 2023, the Shingle Creek Commission authorized Stantec to study Eagle and Pike Lakes and their watersheds. The goals of the Eagle Lake Subwatershed Assessment were to:

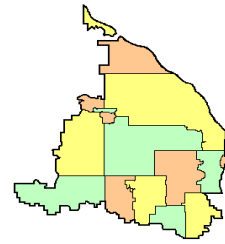
1. Identify and prioritize potential stormwater management practices to reduce phosphorus and sediment loading in the Eagle Lake subwatershed, and
2. Evaluate sediment phosphorus and aquatic vegetation within Eagle and Pike Lakes to determine appropriate in-lake treatment practices to reduce internal loading.

The two top ranked projects are an infiltration basin in Eagle Woods Park and an iron-enhanced sand retrofit and pond expansion in an existing stormwater basin at Hemlock Lane and East Fish Lake Road. Given its location in a park, City of Maple Grove staff advised that the project site in Eagle Lake Woods Park could not move forward at this time and recommended proceeding with the project site at Hemlock Lane and E. Fish Lake Road for concept design.

Upon further investigation, Staff found that the iron-enhanced sand retrofit and pond expansion at the site were infeasible due to site constraints. City subsequently advised us to investigate an infiltration-based practice that could be constructed in conjunction with a planned trail improvement project along E. Fish Lake Road. The concept design shows an infiltration trench near the intersection of E. Fish Lake Road and Jonquil Way.

Study of Eagle and Pike Lakes internal loading indicated that reducing the rate of phosphorus release from anoxic sediments is warranted. Therefore, treatment of both lakes using aluminum sulfate (alum) is planned for later in 2024.

The report * summarizes the study process, methodology, and results. At approximately \$3,500/lb. TP removed, the E. Fish Lake Road infiltration trench is not extremely economical in terms of TP removal. For this reason, Staff recommend implementation of a targeted, intensive street sweeping program in the watershed. Further study is needed to define sweeping routes, costs and potential TP removals, but a sweeping program combined with the Eagle and Pike alum treatments may allow Eagle



Lake to be delisted from the impaired waters list. The TAC recommended that the Commission accept the feasibility report and preliminary design.

Motion by Schoch, second by Jaeger to approve the TAC's recommendation. *Motion carried unanimously.*

XII. EDUCATION AND PUBLIC OUTREACH.

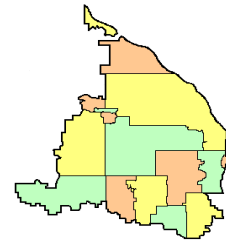
A. Grace Barcelow's June Update.*

-- What have we been working on since the May WMWA Meeting?

1. Added partners to the WMWA SharePoint site.
2. Attended Rush Creek Elementary and taught the watershed prep program in five classrooms.
3. Released media kit about Aquatic Invasive Species, with a focus on encouraging folks to sign up for Lake Pledge.
4. Published a newspaper article highlighting what efforts contributed to delisting four lakes in WMWA territory, and what new projects WMWA has underway. The column was published in seven Sun papers, plus the Osseo Maple Grove Press and Crow River News.
5. Brought Metro Blooms under contract for facilitating workshops and completing lakeshore restoration designs for residents on Fish and Eagle Lakes in Maple Grove and for engagement and BMP design services at the multi-family housing project at Southgate Apartments in Bloomington.
6. Hosted first engagement event at Southgate Apartments. Residents seemed super excited about the project and Metro Blooms staff did a fantastic job introducing the project to residents
7. Held Hennepin County Chloride Initiative (HCCI) reconvene meeting. Laura Jester hosted this reunion meeting. The next meeting is scheduled to tentatively take place end of September 2024.
8. Drafted a grant application for the Pollinator Pathways Grant through BWSR to support water quality and pollinator-friendly projects in Maple Grove and Bloomington. Applications are due June 20.

-- What work will be happening before the July WMWA meeting?

9. Continue outreach to involve middle school classrooms in Adopt-a-Drain K12 program throughout WMWA watersheds.
10. Finish developing pet waste education campaign materials. Creating a pet waste media kit with two sets of news blurbs and social media posts. One will focus on pet waste and e. coli pollution, the other will have a seasonal focus. Also creating a mailer that cities can put into mailings to help expand pet waste education.
11. We are switching up the schedule - July will focus on pet waste media, and we



plan to focus on water conservation in August (unless the rain continues – then we will switch gears to something that fits the weather).

12. Continue planning for fall 2024 workshops with Metro Blooms.
13. Continue engagement process for the Southgate Apartment project.

B. West Metro Water Alliance (WMWA) will meet via Zoom at 8:30 a.m., July 9, 2024.

XIII. STAFF REPORT.*

A. June Communications Log.* No items required action.

B. Staff Report.*

1 Highway 252/94 Update.

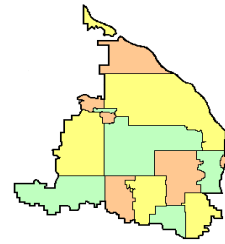
a. Notice of Intent. The Federal Highway Administration (FHWA), in coordination with the Minnesota Department of Transportation (MnDOT), recently issued and closed the Notice of Intent (NOI) process to solicit comment and advise the public, agencies, and stakeholders of the upcoming Environmental Impact Statement (EIS) for the Highway 252 (Hwy 252) corridor. The comment period opened on April 15, 2024, and closed on May 15, 2024. MnDOT received a total of 168 comments, which are attached to the staff report.

MnDOT concluded that the comments do not necessitate changing the purpose, need, and alternatives. However, the themes from the comments will inform process going forward, including public outreach and engagement; alternatives analysis and evaluation; visual, noise and environmental impacts; and mitigation strategy identification. MnDOT's stated purpose for the project is "to improve the safe and reliable movement of people and goods across multiple modes on and across Hwy 252 and I-94 between Hwy 610 and North 4th Street in Minneapolis."

b. Draft Technical Evaluation. The evaluation process is moving from the scoping phase to technical evaluation. In a draft memo dated May 30, 2024, MnDOT explains how the technical evaluations will proceed. It describes the evaluation criteria and methodologies the project team will utilize in evaluating No Build and Build Alternatives in the Draft Environmental Impact Statement (DEIS). Figure 1 shows this analysis is Step 4 in the evaluation process. (Steps 1-3 have been completed during the scoping phase.) Step 4 of the evaluation process is proposed to be completed in two phases to further refine and screen the alternatives:

1) Phase 1 will be conducted in two parts to evaluate access types/configurations on Hwy 252. Phase 1A will determine whether Hwy 252 should go over or under the local roadways. Phase 1B will use the preliminary over or under design-level layouts (from Phase 1A) to evaluate each of the five Hwy 252 access combinations. The analysis results from Phases 1A and 1B will be documented in a technical report and attached to the DEIS.

2) Phase 2 includes analysis of the mainline configuration of corridor alternatives in the full evaluation in the DEIS. Preliminary design-level layouts will be developed for each corridor alternative identified in the scoping phase and the recommended access type/configuration from Phase 1 of Step 4. The outcome of Step 4 is the identification of a preferred



alternative for the Project.

2. Watershed-Based Implementation Funding (WBIF) Convene Group. The next convene meeting will be on June 17 at 10 AM when members will continue to discuss priority projects and refine cost estimates.

3. Eagle and Pike Lakes Internal Load Management. Stantec has been working with the City of Maple Grove to draft bid documents for the alum treatments on Eagle and Pike Lakes. A Fall alum treatment on both lakes is expected. (See item XI.B. of these Minutes.)

4. Mississippi Riverbank Stabilization Study. On May 10 Stantec collected updated field data for each of the parcels in the study from the Mississippi River. The collected data consisted of:

- a. Confirmation of data collected by Hennepin County, including: (1) Erosion (Major, Moderate, Minor, non); (2) Whether a seep is visual; (3) Verify erosion notes.
- b. Updated erosion severity, based on the four levels Hennepin County assessed (Major, Moderate, Minor, None)
- c. Georeferenced photos for each parcel,
- d. Notes on size/general dimension/type of erosion

Since collecting the data, Stantec has been working on and processing the data to determine the best concepts to implement for a suite of stabilization techniques. With preferred stabilization concepts Stantec will reach out to 2-3 of the homeowners where these concepts could be updated to 30% design plans with additional survey and geotechnical data collected.

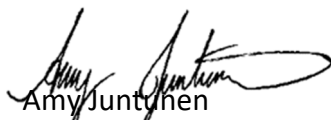
5. Colorado Infiltration Trench Feasibility Study. Stantec completed the boundary, topographic and utility survey of the project area on May 9. They have begun the geotechnical analysis by evaluating construction suitability using the preliminary design plan, survey data, utility and reservoir record plans, and local soil borings.

6. 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 2:52 p.m.

Respectfully submitted,


Amy Juntunen
Recording Secretary
AAJ:tim