

## REGULAR MEETING MINUTES

**October 10, 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 Chairman Andy Polzin at 12:46 p.m. on Thursday, October 10, 2024, at Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN.

Present for Shingle Creek: Steve Antolak, Brooklyn Park; Burt Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Ray Schoch, Minneapolis; Bob Grant, New Hope; John Roach, Osseo; Andy Polzin, Plymouth; Wendy Scherer, Robbinsdale; Todd Shoemaker, Katie Kemmitt, and Grace Neumiller, Stantec; Troy Gilchrist, Town Law Center; and Judie Anderson, JASS.

Not represented: Brooklyn Center.

Present for West Mississippi: Steve Antolak, Brooklyn Park; Gerry Butcher, Champlin; Karen Jaeger, Maple Grove; John Roach, Osseo; Todd Shoemaker, Katie Kemmitt, and Grace Neumiller, Stantec; Troy Gilchrist, Town Law Center; and Judie Anderson, JASS.

Not represented: Brooklyn Center.

Also present were: Touyia Lee, Brooklyn Center; Mitch Robinson, Brooklyn Park; Randy Bergstrom and Jesse Struve, Crystal; Derek Asche, Maple Grove; Nick Macklem, New Hope; James Kelly, Osseo; Amy Riegel and Talori Dunsworth, Plymouth; Richard McCoy and Jenna Wolf, Robbinsdale; and Emily Resseger, Mississippi Watershed Management Organization.

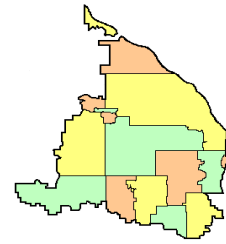
## II. AGENDAS AND MINUTES.

Motion by Schoch, second by Grant to approve the **Shingle Creek agenda**.\* *Motion carried unanimously.*

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

Motion by Jaeger, second by Schoch to approve the **minutes of the September 12, 2024, regular meeting and public hearing**.\* *Motion carried unanimously.*

Motion by Jaeger, second by Butcher to approve the **minutes of the September 12, 2024, regular meeting and public hearing**.\* *Motion carried unanimously.*



**III. FINANCES AND REPORTS.**

**A.** Motion by Schoch, second by Grant to approve the Shingle Creek **October Treasurer's Report\* and claims** totaling \$38,383.24. Voting aye: Antolak, Orred, Jaeger, Schoch, Grant, Roach, and Polzin; voting nay: none; absent – Brooklyn Center and Robbinsdale.

**B.** Motion by Butcher, second by Roach to approve the West Mississippi **October Treasurer's Report\* and claims** totaling \$20,002.23. Voting aye: Antolak, Butcher, Jaeger, and Roach; voting nay: none; absent – Brooklyn Center.

*[Scherer arrived 1:05 p.m.]*

**IV. OPEN FORUM.**

**Emily Resseger**, the Mississippi Watershed Management Organization's Monitoring Assessment and Research Program Manager, was in attendance to present MWMO's **monitoring efforts at the 65th Avenue storm sewer outfall** on behalf of the West Mississippi Watershed Management Commission.

The West Mississippi Commission routinely measures flow and water quality at several stream and outfall sites throughout the West Mississippi Watershed. Each year the WMWMC monitors two outfalls - one of which is the outlet of the storm sewer trunk line that runs beneath 65th Avenue North in Brooklyn Center (referred to as the 65th Avenue Outfall or 65th Ave). This site poses many challenges including tailwater effects from the Mississippi River during high-flow conditions, limitation for storing and mounting equipment, steep slopes to access outfall pipe, and confined spaces. MWMO has extensive experience dealing with these challenges and currently samples several other outfalls along this reach of the river.

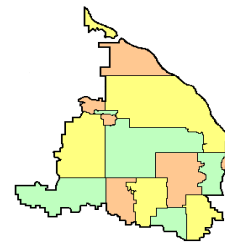
Since 2020, the Commission has contracted with MWMO for monitoring of the 65th Avenue site and the data collected are reported in the Commissions' annual water quality monitoring report. Previously monitoring had occurred at the site in the 1990s. Due to the numerous site challenges, SCWM staff have been unable to perform this monitoring in the past. MWMO staff have this experience and, since 2020, have taken 106 samples consisting of both baseflow and event samples (from 17 to 28 samples annually). They note general site conditions, including water level, water color and presence of debris, water turbulence and tailwater. Samples are measured for temperature, conductivity, dissolved oxygen (DO), pH, and transparency. At the lab, samples are analyzed for total phosphorus (TP), orthophosphate, total suspended solids (TSS) , Chloride, and e coli. The various results were included in the presentation by type and trends as well as compared to similar pipesheds.

In conclusion, Resseger indicated that a clearer delineation of the 65th Avenue pipeshed is needed. We need to investigate what drives the observed data and consider additional monitoring parameters such as nitrogen species in order to understand sources.

**V. OLD BUSINESS.**

**VI. NEW BUSINESS.**

**VII. WATER QUALITY.**



**A. Subwatershed Assessments.\*** At their August meetings, the TAC and Commissions discussed the current balances of the City Cost Share and Partnership Cost Share Programs and how those programs could be better used. As a first step, Staff provided TAC members and Commissioners with an “inventory” of potential BMPs identified in previously completed subwatershed assessments (SWAs) along with a map of the SWAs and a project list summarizing SWAs completed since 2014.

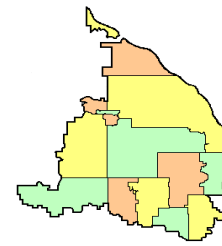
**B. Shingle Creek Daylighting Technical Assistance.\*** As part of a larger effort to re-vision the Shingle Creek Crossing (old Brookdale Mall) site, the City of Brooklyn Center is exploring “daylighting” the segment of Shingle Creek between County Road 10 and TH 100 that is currently confined to a culvert. This daylighting is intended to restore some natural form and function to the stream, make it a feature of a new park/open space area, and help address the stream’s biotic and water quality impairments by adding back natural stream structure, and in-stream and near-stream habitat and vegetation. The project is eligible for Commission cost participation as a stream restoration project on the CIP. Work Order 24-07 details the associated tasks and costs.

Shingle Creek through Brooklyn Center has been designated as Impaired for dissolved oxygen (DO), chloride, and E. coli concentrations, and does not meet standards for fish and macroinvertebrate communities. A Stressor Identification diagnostic study found that altered hydrology, or flow characteristics; altered habitat; and low dissolved oxygen were the primary causes for the lack of aquatic life in the stream.

Shingle Creek was historically a narrow stream meandering through a prairie landscape. In 1910 the stream from Xerxes Avenue in Brooklyn Park to Dupont Avenue in Minneapolis was straightened and channelized by Hennepin County as County Ditch #13 to facilitate agriculture and development. In the late 1960s, the ditch segment between County Road 10 and TH 100 was buried in dual 12 x 12 box culverts under a new parking lot at Brookdale Shopping Center, with flow controlled by a weir and concrete spillway. In about 2012, the control structure was modified to add a bypass outlet and channel as a partial daylighting of the creek. The new bypass channel flows intermittently. That original channelization and subsequent urbanization changed the drainage patterns, resulting in a stream with flashy flows and a channel shape and form optimized for passing flood flows. There is minimal in-stream natural structure and habitat, and the streambank and near-stream areas often have little natural vegetation and provide limited habitat. The culvert provides no habitat and is a barrier to fish and organism passage.

The scope of work focuses on developing stream layout options that will adequately convey design flows and improve habitat and water quality to the maximum extent practicable. Stantec has developed an AI tool to allow design professionals to enter desired stream layout parameters and site constraints into a site drawing to auto-generate stream layout options. Several conceptual design scenarios can then be contrasted that also meet basic engineering design parameters for conveyance.

The Minnesota Stream Quantification Tool and Debit Calculator (MNSQT) will be used to produce objective, verifiable, and repeatable results for quantitative measures of defined stream variables including Hydrology, Hydraulics, Geomorphology, Physiochemistry, and Biology. Stantec will use this tool to estimate and quantify the potential functional lift of the layout options.



The most feasible and effective design options and the estimation of uplift will be summarized in a technical memo and the CAD files made available to the City for incorporation into the land use planning for the site. The estimate below includes basic engineering figures sufficient to depict the layout options but does not include renderings or other drawings.

	Description	HRS	LABOR	EXPENSES	FEE
1	Identify and Evaluate Options	24	\$4,556	\$0	\$4,556
2	Tech Memo	16	\$3,004	\$0	\$3,004
	<b>TOTALS</b>	<b>40</b>	<b>\$7,560</b>	<b>\$0</b>	<b>\$7,560</b>

Earlier today, the Technical Advisory Committee (TAC) recommended approval of the Work Order at the fee cited.

Motion by Shoch, second by Roach to approve Work Order 24-07. *Motion carried unanimously.*

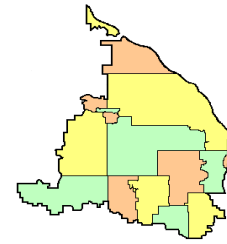
**C. Brookdale Park Wetland Delineation.\*** This Work Order was reviewed at the TAC meeting earlier today where it was rescinded so that the project can be revised and its funding sources reconsidered.

**D. TH252 Area Subwatershed Assessments.\*** The West Mississippi Watershed Management Commission and the member cities have been participating in advance work for the proposed MnDOT improvements to TH 252/I-94 along the east side of the watershed. The cities and Staff recommend that, as that project moves from environmental analysis to preliminary design, this would be an ideal time to better understand the drainage system adjacent to the corridor and plan for potential treatment options to reduce volume and pollutant loading to the Mississippi River. These Best Management Practices (BMPs) may be completed concurrently with the MnDOT improvement or independently.

The purpose of this project (Work Order 24-01) is to identify potential effective and feasible BMPs to reduce runoff volume and pollutant loading from fully-developed mixed use areas in two subwatersheds, one in Brooklyn Center and one in Brooklyn Park. These proposed SWAs would focus on BMPs providing treatment of runoff conveyed by trunk storm sewers collected from the drainage area discharging to the Mississippi River.

Area 1, Brooklyn Center 70th Avenue (Evergreen Park), is in the city’s northeast corner, from about 69th/70th to 73rd and Humboldt to TH 252. This area includes single family residential, Evergreen Park School, Evergreen Park, and the city’s water treatment plant. A 60” pipe along the 70th Avenue alignment conveys runoff across the TH 252 corridor to the river. There is limited to no treatment in the subwatershed. The park and school grounds provide an opportunity for a significant capture and reuse project to supplement any city water irrigation on site. Because of the proximity to city wells and the water treatment plant, no infiltration would be allowed, and any other treatment would be limited to filtration.

Area 2, Brooklyn Park Meadowood in the southeast corner of Brooklyn Park, is primarily residential. Drainage is conveyed by a trunk storm sewer along Meadowood Drive across TH 252 to the



river. The Monroe Park and Monroe Elementary area would be a candidate for filtration, capture, and re-use rather than infiltration as there is a city well in the vicinity. Proposed services include data collection and modeling, identification of potential volume and load reduction best management practices (BMPs) and locations, development of alternatives, and preparation of preliminary plans of the recommended BMP.

Following authorization to proceed, Stantec will schedule a project kickoff meeting with city staff to review project scope, goals, schedule, and available data. Stantec will also schedule one progress meeting, and two TAC and Commission meetings to present project updates and solicit feedback. Up to two soil borings will be obtained within each subwatershed. Stantec will identify potential volume reduction projects that could yield the greatest benefit to the Mississippi River, using metrics previously established in the kickoff meeting. Analysis will be limited to publicly owned parcels and will focus on regional BMPs rather than individual parcel-level BMPs.

After potential locations are identified, Stantec will coordinate with city staff to schedule a progress meeting. Following the meeting, weather permitting, Stantec staff will visit potential sites in each area with city staff to observe existing site conditions and any conflicts not visible on utility plans or aerial photos. With the final potential site locations, Stantec will then evaluate proposed practices using the MPCA MIDS Calculator to determine the potential volume and load reduction benefits.

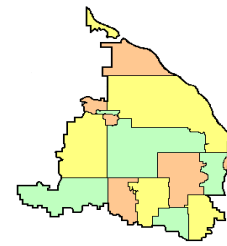
The work to date will be presented to the TAC and Commission where the preferred alternative in each area will be selected and Stantec authorized to proceed with the 30% preliminary design. For each recommended practice Stantec will develop a 30% level design and cost estimate and meet with City staff to review a draft of the 30% preliminary designs, revise the design plans and cost estimates based on City input, and present the recommended practice to the TAC and Commission. When the 30% design is complete and reflects all comments, Stantec will present the recommended practices to the TAC and Commission along with Technical Memos that summarize the basis of design and construction and life cycle costs.

Earlier today, the TAC recommended approval of these two projects, with funding to be taken from the Subwatershed and Closed Project Accounts.

Motion by Butcher, second by Antolak to approve the action of the TAC. *Motion carried unanimously.*

**Task Totals: Area 1- Evergreen Park area**

No.	Description	HRS	LABOR	EXPENSES	FEE
1	Meetings/PM	8	\$1,548	\$0	\$1,548
2	Data Collection/Modeling	15	\$2,387	\$60	\$2,447
3	ID Projects	13	\$2,103	\$0	\$2,103
4	Conceptual Design	65	\$9,978	\$5,068	\$15,046
5	Tech Memo	20	\$3,256	\$0	\$3,256
	<b>TOTALS</b>	<b>121</b>	<b>\$19,272</b>	<b>\$5,128</b>	<b>\$24,400</b>



**Task Totals: Area 2- Meadowood area**

No.	Description	HRS	LABOR	EXPENSES	FEE
1	Meetings/PM	8	\$1,584	\$0	\$1,584
2	Data Collection/Modeling	15	\$2,477	\$87	\$2,564
3	ID Projects	9	\$1,551	\$0	\$1,551
4	Conceptual Design	46	\$7,314	\$5,087	\$9,901
5	Tech Memo	20	\$3,400	\$0	\$3,400
	<b>TOTALS</b>	<b>98</b>	<b>\$16,326</b>	<b>\$5,174</b>	<b>\$21,500</b>

**VIII. GRANT OPPORTUNITITES.**

Watershed-Based Implementation Funding (WBIF) grants are being used to offer **shoreline restoration workshops on Eagle Lake**, and to provide participants with site assessments and a planting stipend. Our goal is to achieve installation of 20 new BMPs on Eagle Lake over two years. A second round of workshops and projects will be undertaken in 2025. Staff are also looking at this as an opportunity to find larger restoration projects that could address significantly eroded sites contributing excess sediment and nutrients to the lake, and sites that would be good candidates for near-shore habitat enhancements. Metro Blooms and Hennepin County staff are providing technical assistance for the projects and implementation funding is being assembled from WBIF, other grants, the county, homeowners, and potentially city sources. Last month Staff noted that larger worthy projects may be good candidates for cost participation from the Commission’s Partnership Cost Share program

Metro Blooms and County staff have made site consultations on six sites on Eagle Lake with three more pending. All six sites, including three neighbors in a row, would benefit from adding or extending shoreline buffers. upland rain gardens, and other plantings. Design staff are still exploring options for potential near-shore enhancements.

Before embarking on more formal design, the partnership requests that the Commission consider encumbering \$25,000 from the Partnership Cost Share program. When site design is complete, an implementation cost can be estimated, funding sources assembled, and a better idea of the potential funding determined. At that time the city will submit a formal application. In the meantime, acting to encumber those funds will reserve them for that use.

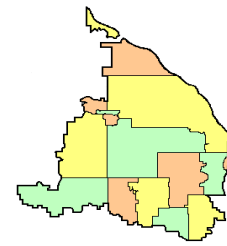
*Motion by Schoch, second by Antolak not to encumber the funds at this time, but rather to draft a letter of support to the city requesting that they submit a cost share application to the Commission for the projects identified. Motion carried unanimously.*

**IX. EDUCATION AND PUBLIC OUTREACH.**

**A. Grace Barcelow’s October Update.**

**1. Released media kit.** This media kit includes information to help residents and facilities reduce their reliance on chlorides for winter maintenance. Residents and property owners are encouraged to adopt best management practices in the winter season and attend MPCA Smart Salting





trainings. In the kit there are two sets of articles and social media posts for TWO separate audiences (property management and residents).

**2. Hosted Fish Lake and Eagle Lake workshops.** The workshops were a success! At the Elm Creek workshop we had 13 attendees. At the Shingle Creek workshop we had 12 attendees. Metro Blooms staff and I have completed 15 consultations and are working toward designing plans for properties this winter, notably deciding what properties may require more funding as opportunities for larger/more impactful water quality projects have been identified.

**3.** Continued work on **Southgate Apartment complex project.** We obtained a second budget proposal from Metro Blooms to complete project designs and installations over the next year and we are working towards finalizing these plans.

**4.** Continued editing outreach materials for the **BCWMC Parker's Lake Chloride Management project.**

**5. Rachel Dunlap,** the Green Corps member who will be supporting WMWA work, joined us on September 23. She brings passion, excitement, and a unique skillset... we are thrilled to have her on board! Rachel is pivoting from a diverse background in the arts, humanities, and community organizing. In her undergraduate studies, she contributed to transnational historical research on forced displacement and borderlands issues at Montana State University, which elevated her awareness of how climate change is shaping mass migration. Rachel has most recently worked as an illustrator to support conservation efforts and environmental literacy, leading to collaborations with Yellowstone National Park, the Audubon Society, the National Parks Conservation Association, and the Beaver Institute. In her spare time, Rachel enjoys throwing pottery with friends, illustrating plants and animals, rehabilitating songbirds, romping on trails with her dog, Otis Crunch Wrap Supreme, and identifying plants. She hopes to glean new insights into possible paths in the fields of conservation, restoration, biomimicry, and ecology during her service year.

#### **What work will be happening before the November WMWA meeting?**

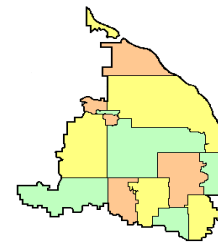
**6.** Continue outreach to involve middle school classrooms in **Adopt-a-Drain K12 program** starting January 2025. We have used all Hennepin County funding for adding classrooms to this program for 2024 and will be pivoting our approach to getting classrooms signed up to join the program when more funding is available in January. Richfield Middle School was recently signed up.

**7.** Continue conversations with Metro Blooms, watershed, and Maple Grove staff to begin developing designs for conservation practices to be installed on properties in the Fish Lake and Eagle Lake watersheds.

**8.** Begin outreach for BCWMC project.

**9.** Restart outreach for the **chloride reduction campaign targeting faith-based facilities** in WMWA territory. If any partners have contacts or recommendations for facilities to conduct outreach to, please send them my way!

**10.** Continue work to complete designs for the Southgate Apartment project.



**11. Write November news article.** This will be a larger news article published in local newspapers, similar to the column published this spring.

**B. Watershed PREP.** Joanna Sorenson, the WMWA Educator, has scheduled 14 classroom visits so far.

**C. West Metro Water Alliance (WMWA)** will meet via Zoom at 8:30 a.m., November 12, 2024.

## **XI. COMMUNICATIONS.**

**A. October Communications Log.\*** Staff were informed of a wetland violation in the City of Brooklyn Park. Commission staff referred the matter to Hennepin County to work with the DNR to issue a deed restriction on the property.

### **B. October Staff Report.\***

**1. Eagle and Pike Lakes Internal Load Management.** The alum treatments on Eagle and Pike Lakes are still on schedule and set to happen the week of October 21.

**2. Brookdale Park Shingle Creek Remeander and Enhancement.** Staff continue to research and evaluate funding sources and their potential applicability for this project. They will be setting up initial partner discussion meeting in the coming weeks with City of Brooklyn Park, Three Rivers Park District and MnDNR.

**3. Colorado Infiltration Trench Feasibility Study.** Staff has completed review of the soil data and the general slope stability modeling process. They are currently reviewing side-slope support concepts, updating the stability model as necessary, and preparing the draft feasibility report.

**4. Mississippi Riverbank Stabilization Study.** Stantec has reviewed the data collected earlier this summer. They are developing minor, specific details (i.e., tree trimming) and three tiers of stabilization methods: minor, moderate, and major, each reflecting varied amount of toe stabilization, vegetative stabilization, and hard armoring. Stantec will be coordinating with Hennepin County and Brooklyn Park to engage residents to gather feedback from the design alternatives.

**5. Grant, Cost-Share and Fund Balances** are summarized on page 3 of the report.

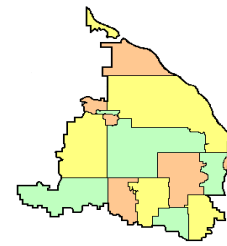
**6. Upcoming conferences and project updates** are also outlined on page 3 of the report.

## **XII. OTHER BUSINESS.**

**A. Palmer Creek Estates Project.\*** On September 9, 2021, the Commission ordered project 2021-03, the restoration of 1,250 linear feet of Bass Creek from Larch Lane to the railroad tracks in Plymouth just upstream from Bass Lake. The project also included two hydrodynamic separators on storm sewer on Larch Lane to treat runoff from the immediate neighborhood discharging into Bass Creek. The estimated load reduction from streambank stabilization is 28 pounds of phosphorus annually. The Commission levied \$600,000 plus \$36,300 in expenses to fund the project.

Soon after the levy was made the Commission was awarded a \$384,000 Clean Water Fund





(CWF) grant from the Board of Water and Soil Resources (BWSR). The City of Plymouth was the lead agency. They engaged Stantec to design the project and City staff provided construction management. The project is now complete and Plymouth has submitted a reimbursement request of \$407,798.77. The project came in under budget due to favorable bids for the work. Most significantly, one of the hydrodynamic separators could not be installed due to an unforeseen underground utility conflict that could not be resolved, reducing the construction cost by nearly \$200,000. There is a significant surplus of funds. According to the capital projects policy, that surplus should be reallocated to the Closed Projects account. The estimated amount to be transferred is \$550,535.53. The final amount to be transferred depends on whether any additional levy is collected in 2024. The CWF grant expires December 31, 2024. Upon approving payment Staff will submit the paperwork to BWSR for final grant reimbursement.

**Final costs and revenue for the Palmer Creek Estates project.**

<b>Cost</b>	<b>As established</b>	<b>As final</b>	
Construction contract	\$540,000.00	\$334,587.70	
Engineering	60,000	66,812.05	
Other	0	6,399.20	
<b>TOTAL</b>	<b>\$600,000.00</b>	<b>\$407,798.95</b>	
<b>Revenue</b>	<b>As established</b>	<b>As final</b>	<b>Excess</b>
Available levy	\$600,000	\$81,559.75	\$518,440.20
CWF grant	384,000	326,239.02	57,760.98
<b>TOTAL</b>	<b>\$984,000</b>	<b>\$407,798.77</b>	<b>\$550,535.53</b>
<i>Unused levy for project costs</i>			<i>\$518,440.20</i>
<i>Unused levy for admin and legal costs</i>			<i>32,095.33</i>
<i>Balance to Closed Projects account (est)*</i>			<i>\$550,535.53</i>

\*Final amount may be different if additional levy is collected in 2024.

Motion by Schoch, second by Grant to approve reimbursement to the City of Plymouth and moving the excess funds to the Closed Project Account. *Motion carried unanimously.*

**B.** There being no further business before the Commissions, the joint meeting was adjourned at 2:10 p.m.

Respectfully submitted,

Judie A. Anderson  
 Recording Secretary