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January 4, 2024

Commissioners **and**
 Technical Advisory Committee Members
 Shingle Creek and West Mississippi
 Watershed Management Commissions
 Hennepin County, Minnesota

*The agenda and meeting packets are available on
 the Commission's web site.*

<http://www.shinglecreek.org/minutes--meeting-packets.html> **and**

<http://www.shinglecreek.org/tac-meetings.html>

Dear Commissioners and Members:

Regular meetings of the Shingle Creek and West Mississippi Watershed Management Commissions will be held Thursday, January 11, 2024, at Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN.

Lunch will be served at 12:00 noon and the meetings will convene concurrently at 12:45.

The Technical Advisory Committee (TAC) will **NOT MEET** this month.

Please make your meal choice from the items below and email me at judie@jass.biz to confirm your attendance and your meal selection by **noon, Tuesday, January 9, 2024.**

Thank you.

Regards,

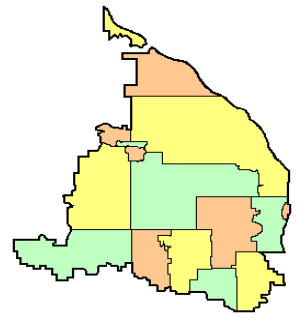
Judie A. Anderson
 Administrator

cc: Alternate Commissioners Member Cites Troy Gilchrist TAC Members
 Stantec Consulting Services BWSR MPCA HCEE

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Order your deli sandwich box lunch. Sandwiches come with lettuce, tomato and mayo. As an alternative you may specify your sandwich with **wheat bread or as an **unwich** (lettuce wrapped).**

- | | |
|--|--------------------------------|
| 1 Pepe – Ham and cheese | 2 Big John – Roast beef |
| 3 Totally Tuna – Tuna salad and cucumber | 4 Turkey Tom – Turkey |
| 5 Vito – salami, capocollo, cheese, onion, oil and vinegar, oregano-basil (no mayo) | |
| 6 The Veggie – double cheese, avocado spread, cucumber | |
| 14 Bootlegger Club – Roast beef and turkey | |



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A combined regular meeting of the Shingle Creek (SC) and West Mississippi (WM) Watershed Management Commissions will be convened Thursday, January 11, 2024, at 12:45 p.m. Agenda items are available at <http://www.shinglecreek.org/minutes--meeting-packets.html>. *Black typeface denotes SCWM items, blue denotes SC items, green denotes WM items.*

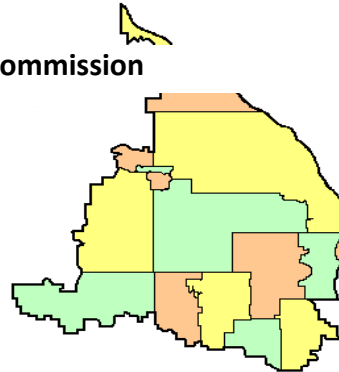
A G E N D A
January 11, 2024

- 1. Call to Order.**
 - SCWM a. Roll Call.
 - ✓ SCWM b. Approve Agenda.*
 - ✓ SCWM c. Approve Minutes of Last Meeting.*
- 2. Reports.**
 - ✓ SC a. Treasurer’s Report and Claims** - voice vote.
 - ✓ WM b. Treasurer’s Report and Claims** - voice vote.
- SCWM **3. Open forum.**
- 4. Project Reviews.**
- 5. Water Quality.**
- 6. Grant Opportunities.**
 - ✓ SC a. Close out SRP Channel Project.*
- 7. Education and Public Outreach.**
 - SCWM a. Update.**
 - SCWM b. Next WMWA meeting – via zoom. 8:30 a.m., Tuesday, February 13, 2024.
- SCWM **8. Communications.**
 - SCWM a. Communications Log.*
 - SCWM b. Staff Report.*
 - 1) Met Council Metro Area Water Supply Plan.
 - 2) Met Council 2050 Water Policy Plan.
 - 3) Clean Water fund Projects and Practices Competitive Grant Application.
 - 4) Grant project status.
- 9. Other Business.**
 - ✓ SC a. 2024 Work Plan.*
 - ✓ WM b. 2024 Work Plan.*
- SCWM **10. Adjournment.**

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* In meeting packet or emailed ** Supplemental email / Available at meeting

Previously transmitted * Available on website ✓ Item requires action



REGULAR MEETING MINUTES

December 14, 2023

(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, December 14, 2023, at Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN.

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

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: James Soltis, Brooklyn Center; Mitch Robinson, Brooklyn Park; Randy Bergstrom and Ben Perkey, Crystal; Derek Asche, Maple Grove; Liz Stout, Minneapolis; Nick Macklem, New Hope; James Kelly, Osseo; Amy Riegel, Plymouth; Richard McCoy and Jenna Wolf, Robbinsdale; Todd Shoemaker and Katie Kemmitt, Stantec; Troy Gilchrist, Kennedy & Graven; and Judie Anderson, JASS.

II. AGENDAS AND MINUTES.

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

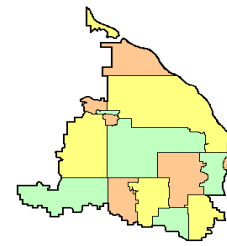
Motion by Roach, second by Butcher to approve the **West Mississippi agenda**.* *Motion carried unanimously.*

Motion by Schoch, second by Jaeger to approve the **minutes* of the November 9, 2023, regular meeting**. *Motion carried unanimously.*

Motion by Roach, second by Butcher to approve the **minutes* of the November 9, 2023, regular meeting**. *Motion carried unanimously.*

III. FINANCES AND REPORTS.

A. Motion by Schoch, second by Jaeger to approve the Shingle Creek **December Treasurer's Report*and claims** totaling \$562,192.65. Voting aye: Spoden, Orred, Jaeger, Schoch, Wills, Roach, Polzin, and Scherer; voting nay: none; absent: Brooklyn Center.



B. Motion by Roach, second by Butcher to approve the **West Mississippi December Treasurer's Report* and claims** totaling \$8,574.18. Voting aye: Butcher, Jaeger, and Roach; voting nay: none; absent: Brooklyn Center and Brooklyn Park.

IV. OPEN FORUM.

V. OLD BUSINESS.

VI. PROJECT REVIEW.

SC2023-08 Twin Creek Culverts at Zane Avenue, Brooklyn Park.* Trail construction and culvert repair and maintenance along the east side of Zane Avenue on 2.2 acres from Brooklyn Boulevard to 63rd Avenue. Project includes lining two culverts and reopening one culvert for the Zane Avenue crossing of Twin Creek. Following development, the site will be 61 percent impervious with 1.35 acres of impervious surface, an increase of 0.65 acres. This is below the Commission's threshold for stormwater management and is, therefore, not required to meet Commission rate, volume, and water quality requirements. The project review application, sans the review fee, was received November 30, 2023. The fee, which had not been received at the time of this meeting posting, has since been received.

The erosion control plan includes perimeter biolog, floating silt curtains, inlet protection, rip rap at outlets, and erosion control blanket on slopes. The erosion control plan meets Commission requirements.

The National Wetlands Inventory identifies one probable wetland, a seasonally flooded basin, on the downstream end of the Zane Avenue culverts. The Commission is LGU for WCA administration. Wetland buffers are not impacted. The opening of the 60" culvert provides an equivalent hydraulic capacity to the existing conditions. The applicant meets Commission wetland requirements.

Twin Creek is a DNR Public Water, and the applicant has applied for a DNR Public Waters permit. There is Zone A FEMA floodplain downstream of the Zane Avenue culverts. The City used Shingle Creek's PCSWMM model to show that the project maintains flood elevations. 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.

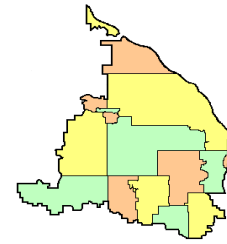
A public hearing on the project was conducted on December 6, 2023, as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

No BMPs are proposed. The City of Brooklyn Park is the owner of the utilities and culverts; thus a draft Operations & Maintenance (O&M) agreement is not required.

Motion by Schoch, second by Orred to advise the City of Brooklyn Park that approval of Project 2023-08 is granted with no conditions. *Motion carried unanimously.*

VII. WATER QUALITY.

A. On September 10, 2020, the Commission ordered project 2020-02, the **Shingle Creek Connections II project,*** the restoration of Shingle Creek from Regent Avenue to Brooklyn Boulevard in



Brooklyn Center. The Commission levied \$400,000 plus \$24,200 in expenses to fund the project and received \$328,000 in Clean Water Fund (CWF) grant dollars. The City of Brooklyn Center was lead agency for the project, bidding and overseeing the project. Brooklyn Center engaged Stantec to design and provide construction management.

The project is now complete and final payments have been made. Brooklyn Center has submitted a reimbursement request of \$245,186.28 for expenses shown in the table below. The project came in well under budget due to extremely favorable bids for the work. The Engineer’s estimate for constructing the project was \$266,710 and the final construction cost was \$194,797.65. The balance of the project cost is design and construction management costs.

Because of the low bid costs and the allocation of CWF grant to this project, there is a significant surplus of funds. According to the Commission’s capital projects policy, those surplus funds should be reallocated to the Closed Projects account, where they may be used for other capital projects or to limit the amount of new levy in future years. The estimated amount to be transferred is \$371,762.34. The final amount to be transferred depends on whether any additional levy is collected in 2023.

Final costs and revenue for the Connection II Restoration project.

COST	As Established	As Bid	As Final
Construction Contract	\$350,000	\$183,684.00	\$194,797.65
Engineering	50,000	50,390.00	50,388.63
Other	0	0.00	0.00
TOTAL	\$400,000	\$245,749.04	\$245,186.28

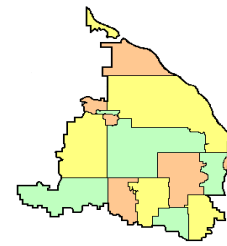
REVENUE	As Established	As Bid	As Final*
Levy Available	\$424,200	\$420,799.60	\$ 49,037.26
CWF Grant	0	328,000.00	196,149.02
TOTAL	\$424,200	\$748,799.6	\$245,186.28
<i>Excess Levy</i>			\$371,762.34
<i>Excess CWF</i>			\$131,850.98
<i>Balance to Closed Projects Account (estimate)*</i>			\$375,162.74*

*Final amount of levy received to date; final balance is pending any levy received in 2023

Motion by Schoch, second by Spoden to authorize reimbursement to the City of Brooklyn Center as described above and the transfer of surplus funds to the Commission’s Closed Project Account. *Motion carried unanimously.*

B. On September 10, 2020, the Commission ordered project 2020-05, the **restoration of Bass Creek from Cherokee Drive to I-694** in Brooklyn Park. The Commission levied \$400,000 plus \$24,200 in expenses to fund the project and allocated \$70,000 of Watershed-Based Implementation Funding (WBIF) for the project. The City of Brooklyn Park was lead agency for the project, bidding and overseeing the project. Brooklyn Park engaged Stantec to design and provide construction management.

The project is now complete and final payments have been made. Brooklyn Park has submitted a reimbursement request of \$256,315.60 for expenses shown in the table below. The project



came in well under budget due to extremely favorable bids for the work. The Engineer’s estimate for constructing the project was \$275,960 and the final construction cost was \$196,350.86. The balance of the project cost is design and construction management costs.

Because of the low bid costs and the allocation of WBIF grant to this project, there is a significant surplus of funds. According to the Commission’s capital projects policy, those surplus funds should be reallocated to the Closed Projects account, where they may be used for other capital projects or to limit the amount of new levy in future years. The estimated amount to be transferred is \$238,315.52. The final amount to be transferred depends on whether any additional levy is collected in 2023.

Final costs and revenue for the Bass Creek Restoration project.

COST	As Established	As Bid	As Final
Construction Contract	\$350,000	\$189,924.04	\$196,350.86
Engineering	50,000	55,825.00	55,799.73
Other	0	0.00	4,165.01
TOTAL	\$400,000	\$245,749.04	\$256,315.60

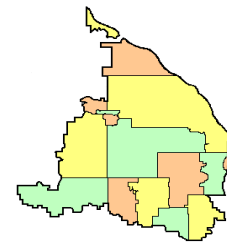
REVENUE	As Established	As Bid	As Final*
Levy Available	\$424,200	\$424,703.12	\$186,315.60
WBIF Grant	0	70,000.00	70,000.00
TOTAL	\$424,200	\$490,703.12	\$256,315.60
<i>Excess Levy</i>			\$238,387.52
<i>Amount from WBIF</i>			70,000.00
<i>Balance to Closed Projects Account (estimate)*</i>			\$238,315.52*

*Final amount of levy received to date; final balance is pending any levy received in 2023

Motion by Schoch, second by Jaeger to authorize reimbursement to the City of Brooklyn Park as described above and the transfer of surplus funds to the Commission’s Closed Project Account. *Motion carried unanimously.*

C. City of Robbinsdale staff receives frequent requests to remove accumulated debris at the **France Avenue carp barrier on Ryan Creek.*** The debris reduces flow capacity, and since the Ryan Creek floodplain extends into the backyards of adjacent properties, this could cause additional inundation of turf areas adjacent to the creek. City and Shingle Creek staff remove debris from the barrier after each complaint, but this approach may not be sustainable. At the Technical Advisory Committee (TAC) meeting which preceded this meeting, members discussed the feasibility of removing the carp barrier in the winter months when carp are less active. The barrier would be reinstalled for spring and summer to prevent migration between Twin Lake and Ryan Lake, when carp movement is highest.

The Ryan Creek carp barrier at France Avenue was installed to prevent the migration of carp between Ryan Lake and Lower Twin Lake. Carp barriers are most effective in the spring months when carp travel to shallow marshes to spawn like the ones on the northern part of Ryan Lake. The carp and their young then swim upstream back into the Twin Lake system. The barrier also aids in carp removal during the summer months by corralling carp. However, during winter months the carp barrier is less effective since the carp move to deeper, warmer waters until spring.



Staff recently inspected the barrier to determine the feasibility of removing it during winter months. This is not an “off the shelf” product; it was custom designed and fitted to this unique location. They found that the gauge wire and square metal tubing that makes up the top and front nose of the barrier are welded together and cannot be removed. There are four side panels pinned between the metal tubing and lower concrete weir that bolt to the panels. These panels could be removed, but it is unknown how difficult they would be to lift once unbolted given they are sandwiched between the tubing and concrete weir with water pressure on the opposite side. Some of the central bolts that anchor the two inner removable panels have become rust-welded and would be difficult to remove without cutting.

Staff offered three options for the TAC to consider for recommendation to the Commission:

1. Continue current maintenance approach of responding as able to resident requests and manually clearing the barrier of debris.
2. Investigate repair or modification of current barrier to facilitate winter removal and less regular maintenance.
3. Investigate design and installation of new barrier.

It was a consensus of the TAC members to recommend Option 2.

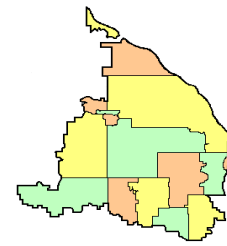
Following discussion, the Commissioners agreed with the TAC’s recommendation pending Staff’s response to a number of questions regarding the repair/modification. This item will be considered at the January meeting.

VIII. GRANT OPPORTUNITIES.

MPCA Resilience Grant.* The MPCA is taking applications for the Planning Grants for Stormwater, Wastewater, and Community Resilience program. \$750,000 is available to support climate-planning projects in communities across Minnesota. This funding will help communities assess vulnerabilities and plan for the effects of Minnesota’s changing climate in three areas: (1) improving stormwater resilience and reducing localized flood risk; (2) improving the resilience of wastewater systems; and (3) adapting community services, ordinances, and public spaces.

Gaulke Pond in Crystal drains 890 acres of urban landscape and is landlocked. During wet periods, the pond is pumped to Twin Lake to increase pond storage and mitigate upstream flooding. Over the past number of years, the cities of Crystal, Robbinsdale, and the Commission have collaborated on studies of the pond and its watershed to identify and prioritize efforts to reduce flooding within Gaulke Pond and other connected ponds just upstream. The 2023 Gaulke Pond Subwatershed Analysis identified eleven potential practices to reduce runoff volume within the watershed. The eleven opportunities were ranked according to runoff reduction volume, watershed area, construction cost, lifetime cost, and cost per acre-foot infiltrated. The Colorado Avenue infiltration trench, Opportunity A2, was determined to be the most effective in terms of cost per acre-foot infiltrated.

At the August meeting the Shingle Creek Commissioners selected Opportunity A2 as the preferred BMP. Stantec was authorized to proceed with development of 30% design plans and the project was also to be submitted for Resilience Grant consideration. Grant proceeds, if awarded, would be used to complete a



feasibility study for an underground infiltration trench that will contribute to a climate resilient pond drainage area. The trench location was identified during the subwatershed study, but its location adjacent to an underground drinking reservoir warrants further investigation to ensure constructability.

At the December TAC meeting, the members recommended that the Commission submit this project for an MPCA Planning Grant for Stormwater, Wastewater and Community Resilience in the amount of \$18,309, with a match of \$1,831. Applications are due December 14, 2023.

Motion by Schoch, second by Wills to submit the application as proposed. *Motion carried unanimously.*

IX. EDUCATION AND PUBLIC OUTREACH.

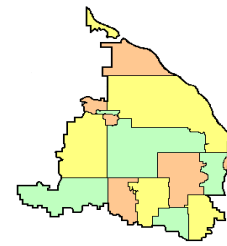
A. Update.* WMWA met on December 12, 2023, to discuss ongoing initiatives. Joint Education and Outreach Coordinator Grace Barcelow presented work plans for two initiatives of focus over the coming year. The first is a **Pet Waste Campaign**. She is working on creating a campaign calendar and associated outreach materials for cities and watersheds to use to increase awareness of pet waste pollution. This campaign will help address the education and outreach requirements for MS4 permit holders. The second initiative is to increase community awareness of stormwater and stormwater pollution through the **Adopt-a-Drain program**, with a focus on schools and grades K-12. Barcelow will begin outreach to schools within the watersheds in 2024 to encourage participation in the Adopt-a-Drain program.

Barcelow also continues to work on the **chloride campaign** reaching out to faith-based communities on proper chloride management. She has completed an update to the WMWA website addressing chloride. See: <http://www.westmetrowateralliance.org/chloride-pollution.html>

Barcelow and other WMWA partners will be developing a communication piece for all the cities in the five watersheds that summarizes all the education and outreach resources available to them, including WMWA, Hennepin County, Watershed PREP, and other resources. The WMWA website will be utilized as a clearinghouse for materials, which include a calendar of outreach ideas for newsletters and social media, articles and other text that can be used for those postings, a compilation of useful links, and a “who does what” that explains options for who to call if a city or organization would like someone to table, help with an event, help with a small project, etc.

Based on input from staff and TAC members, Barcelow is working on a **shoreline restoration workshop** for Shingle Creek/West Mississippi. The workshop is being planned for spring and will focus on the Eagle and Pike Lakes drainage area to align with upcoming watershed Capital Improvement Projects.

B. Watershed PREP. WMWA educator Jessica Sahu-Teli is continuing to provide classroom lessons this winter, which usually has less interest than in the fall and spring. She will be giving lessons at six schools in November/December. She is looking forward to working with 100+ 8th graders at Jackson Middle School on the “What is a Watershed” lesson and playing the Watershed Game. PREP programming is growing in popularity and expanding beyond the 4th/5th grade into work with middle schools and sometimes high schools, and to events outside of regular school lessons. TAC members should start thinking about reaching out to Sahu-Teli soon for assistance with any spring tabling or other events, as her schedule tends to fill up quickly in the spring. As a side note, Sahu-Teli recently took on the challenge of working as a part-time education and outreach contractor with Freshwater Society.



C. Motion by Schoch, second by Roach to renew the **Professional Services Agreement with Sahu-Teli** through December 31, 2024. *Motion carried unanimously.*

D. The **West Metro Water Alliance (WMWA)** will meet via Zoom at 8:30 a.m., January 9, 2024.

X. COMMUNICATIONS.

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

B. **December Staff Report.***

1. **Highway 252/94 EIS Review.** The Federal Highway Administration (FHWA) and Minnesota Department of Transportation (MnDOT) published the Final Scoping Decision Document (SDD) on November 7, 2023. The Final SDD includes responses to public and agency comments received during the scoping comment period and identifies alternatives to be studied in the EIS. The Commission EIS Review subgroup met on December 5, 2023, to review the SDD and next steps, which are summarized in item X.C., below.

2. **Blue Line Light Rail Transit (LRT).** Staff attended a meeting with the LRT design team to discuss stormwater management options along the corridor and within Robbinsdale, Crystal, and Brooklyn Park. Following the meeting, they are more closely reviewing drainage maps provided by the design team, modeling results, stormwater management options, and maintenance responsibilities. This likely will be presented as a Project Review at the March meeting.

3. **Meadow Lake Drawdown.** Monitoring has ceased for 2023. Staff will return in spring to monitor the vegetation and water quality of the lake.

4. **Crystal Lake Management Plan.** The 319 grant is being extended through June 30, 2024, to allow the Commission to meet match requirements and complete another summer of carp removals.

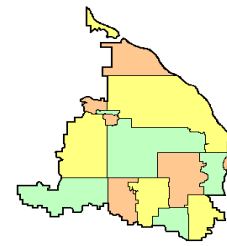
5. **Eagle Lake Subwatershed Assessment.** The City of Maple Grove will bring the Eagle Woods Park project through their Parks Department process for review and input to determine if it is recommended for implementation. After a project is selected, Stantec will develop plans to a 30% design level and finalize the report.

6. **Shingle Creek Brookdale Park Remeander & Trail Bank Stabilization and Fish Access Improvements.** Stantec and the City of Brooklyn Park have developed a modified concept based on community input received to-date. The modified concept was presented at a neighborhood meeting on Tuesday, December 12.

7. **Mississippi Riverbank Stabilization Feasibility Study.** City of Brooklyn Park and Hennepin County staff are contacting residents to gauge interest in additional study and to get written permission to access their properties to perform surveys and site visits. From those who are interested, Staff will select 5-6 properties to visit and evaluate erosion and potential solutions.

8. An addendum to the Staff Report includes an update of the **financial status** of the grant and cost-share projects currently in progress.

C. **Highway 252/94 Scoping Decision Document.*** The Shingle Creek and West Mississippi



Watershed Management Commission (Commissions) have been active participants in the National Environmental Protection Act (NEPA) process for the proposed Minnesota Department of Transportation (MnDOT) Highway 252 / I-94 project. The Commissions created the Hwy 252/I-94 EIS Review subgroup to track MnDOT’s process and keep the larger Commission up to date on the project developments.

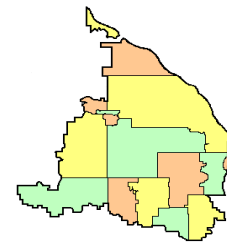
Since its last update to the Commissions, Stantec staff have provided comments on the Scoping Document (SD) and Draft Scoping Decision Document (DSDD) on their behalf during the 60-day public comment period on May 19, 2023. MnDOT and its consultants released the Final Scoping Decision Document (SDD) for agency review on October 2, 2023. MnDOT also held a Cooperative and Participating Agency Meeting #9 on October 12, 2023 (Attachment 1) and held a Political Advisory Committee (PAC) meeting on October 25, 2023, to present the final SDD, which was published in the Minnesota *Environmental Quality Board (EQB) Monitor* on November 7, 2023.

The final SDD takes public input and preliminary technical analyses into consideration to determine a “reasonable range of project alternatives that meet purpose and need” of the project that will advance to the next phase of the NEPA process, the Draft Environmental Impact Statement (DEIS). The DEIS will further refine the project alternatives with additional public input, technical analyses, and consideration of social, environmental, and economic (SEE) impacts.

The final SDD, released in October and available on the project website, includes all written and oral comments received during the 60-day period, the comment responses specific to the Commissions are included as Attachment 2 of the SDD. In general, MnDOT acknowledged the Commissions’ concerns regarding the protection of surface and groundwater from potential contamination due to traffic collisions, spills, and chlorides. The summarized comments and responses are provided below:

1. Groundwater and Surface water Impacts and Considerations. Responses note they will consider groundwater contamination utilizing soils, transmissivity, well locations, Drinking Water Supply Management Emergency Response Areas (DWSMAs), and groundwater elevation to site BMPs for all alternatives that are moving forward (no build, four lane expansion, and six lane expansion). The data outlined above will determine what types of BMPs are appropriate and adhere to Minnesota Pollution Control Agency (MPCA) and Commissions’ rules and regulations to the extent possible.

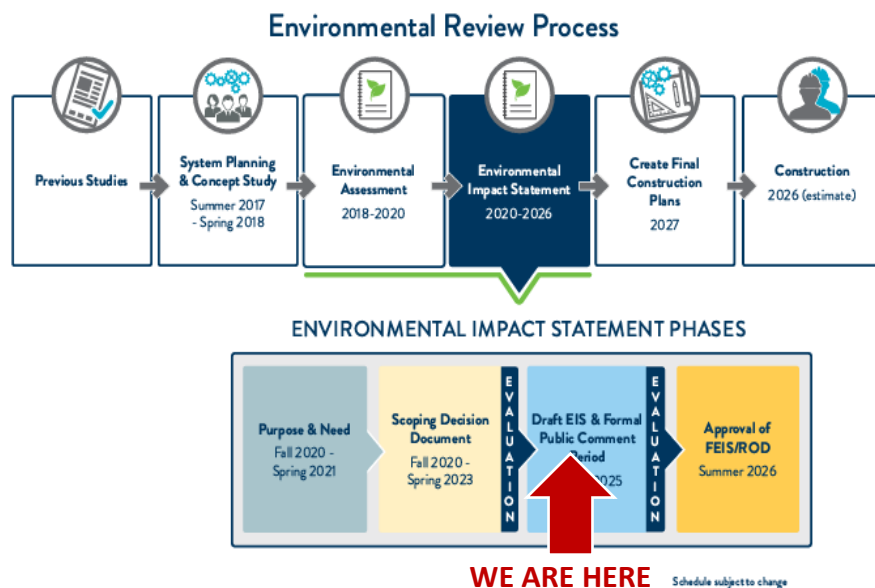
Spill Management Response. The response states MNDOT has a technical memo for spill response and there are plans to introduce a new policy regarding spill management. Additionally, they note BMPs related to some alternatives may help to slow the rate of contamination to groundwater or surface waters. MNDOT utilizes a technical memo that outlines how to respond to spills. This document states trained MNDOT personnel, or an emergency response contractor, will remove spills. The goal is to return the spill site to pre-incident conditions. The PCA is noted as a party that may dictate clean-up effort. Any contaminated soils would be removed on the ROW and contaminants that cannot be removed in a timely manner will be covered. There is less specificity to what is done if contamination enters surface waters or outside the ROW. Given the technical memo is being replaced by a new policy. It may be beneficial for the Commissions to request provisions to the new policy that relate to the process of clean-up if contamination enters areas that pose a threat to water resources or outside the ROW.



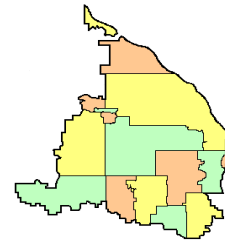
3. Chloride Management. The response acknowledges increase to impervious directly correlates to increased chloride application. They outline the chloride management process for MNDOT roads and the responsibility to adhere to TMDLs and minimize chloride application per the Minneapolis MS4 permit. Given climate trends show more frequent freeze thaw temperatures that result in increased chloride applications on impervious surfaces, It may be beneficial to request MNDOT to explore chloride mitigation using BMPs.

4. Adherence to SCWMC and MPCA Rules. The responses acknowledge the adherence to the MPCA Construction of Stormwater rules, TMDLs, and SCWMC rules for the scenarios that increase impervious surface. They note the types of practices implemented, such as filtration, infiltration, or ponds with or without liners, may vary depending on subsurface and groundwater analysis. No actions were taken as part of the final SDD, but these issues will be part of the SEE evaluation criteria used to compare project alternatives in the EIS. Additionally, MnDOT further acknowledged that it will comply with its MS4 stormwater permit, the NPDES Construction Stormwater Permit, and local watershed standards, as well as its internal guidance to design the stormwater management system, address TMDL concerns, and for any future emergency management and incident response actions.

5. Next Steps. The Commissions’ EIS subgroup met again on December 5, 2023, to review the final SDD, MnDOT responses to Commission comments, and discuss next steps. MnDOT intends to publish its Notice of Intent (NOI) to prepare an EIS in the *Federal Register* by May 2024, which will kick off the federal process and generally triggers the two-year time limit for preparation of an EIS. There are presently no scheduled public engagement opportunities. Staff expect the next opportunity will be in late



winter or early spring 2024. The figure above provides the most current information on the environmental review process available. MnDOT has proposed the following tentative timeline for major EIS milestones with the Highway 252 I-94 project, as follows:



- a. **Notice of Intent:** November 2023 to May 2024 - In process
- b. **Draft EIS:** June 2024 to January 2026 - will include a 45-day public review and comment period, required under NEPA.
- c. **Final EIS:** February 2026 to August 2026 MnDOT will respond to substantive comments and, if necessary, conduct further analyses. Another public or agency review period may be included, if needed.
- d. **Record of Decision (ROD):** August 21, 2026. The NEPA process requires a minimum 30-day “wait period” before issuing the ROD. The ROD officially concludes the EIS process and issues the final approved EIS for the project.

XI. WORK PLANS.

A. 2023 Annual Progress Review.* The Fourth Generation Plan, adopted in 2023, states that the Commissions will annually review progress toward Fourth Generation Plan goals, and that this evaluation will become part of the Annual Report. There is no specific format for such an annual review. Since the Third Generation Plan was adopted, the Board of Water and Soil Resources (BWSR) adopted revised Minnesota Rules 8410 that requires WMOs to review progress every two years.

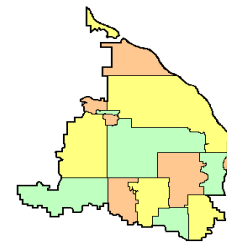
The purpose of the annual review is first to determine progress towards the goals, and second to be sure the Commissions stay on track to reach them. The annual review is also an opportunity to discuss whether the goals and actions in the Plan still make sense or if they should be considered for modification or enhancement, perhaps to add in new priorities. Ideally, this annual review is also an opportunity to start thinking about the following year’s work plan.

This will be the first review of progress towards the Fourth Generation Plan goals. Included in Staff’s December 6, 2023, memo is a matrix showing the Fourth Generation Plan goals and progress towards reaching each goal, similar to the format used in previous years. These findings will be reported in your 2023 Annual Report to BWSR.

The memo also lists eleven projects/activities under *Capital and Cost Share Projects* and an additional three items under the heading of *Grants*.

Some non-routine highlights of the past year include:

1. The Commissions solicited proposals from technical, administrative, and legal consultants, and selected Stantec, JASS, and Kennedy Graven, respectively, to serve for 2023-2024.
2. Following adoption of the Fourth Generation Plan, the Commissions’ attorney began drafting updates to the Joint Power Agreements.
3. Updated the contract with the Met Council to provide stormwater and water quality review services for that part of the Blue Line Extension corridor that travels through the watersheds.
4. Finalized a major update to both the legal and hydrologic boundaries between the watersheds and neighboring Elm Creek, Bassett Creek, and Mississippi WMOs.
5. As requested by Commissioners, began formal review of the Highway 252/94 update



proposed by MnDOT.

6. Continued to refresh the website and added a 'Are you in the watershed?' interactive map to help with project review submittals.

B. **2024 Work Plan.*** The Commissions will establish their 2024 work plans at their January 2024 meeting. The purpose of Staff's December 8, 2023, memo is to solicit input from the TAC and Commissioners about potential items for consideration in 2024. The Commissions have a very full plate already lined up for 2024 from both routine and carryover activities, so the capacity (and the budget) to take on new activities is relatively limited.

Staff did not include routine items such as project reviews, the monitoring program, ongoing administration of the CIP/capital projects and the cost share programs, grant and project administration, education and outreach work with WMWA, etc. in their memo. The Commissions also have a number of ongoing subwatershed assessments (SWAs) and feasibility studies that are likely to turn into levy and/or grant projects, and some lake management plans with ongoing maintenance needs.

The following are some notable additional actions for 2024:

1. Working with the Joint Outreach Coordinator to offer customized workshops on shoreline restoration to lakeshore residents as part of an effort to enhance outreach to lake associations. This will focus on the lakes that already have or will have Lake Management Plans in implementation (Eagle, Bass, Meadow, and Crystal), although it will be open to all.

2. For capital projects and potentially other Commission activities, developing a format and process for incorporating documentation of potential impacts to and outreach to underrepresented populations to increase engagement and help improve equitable outcomes.

3. Continuing to work with WMWA and the Joint Coordinator to identify and implement additional targeted messaging on the proper use of chlorides for ice control.

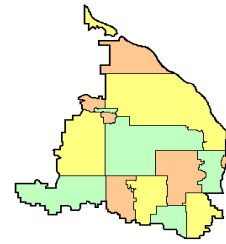
4. Implementing the Eagle Lake Management Plan, including a potential fall 2024 alum treatment and one or more small projects identified in the subwatershed assessment (SWA).

5. Initiating the review process for the revised Joint Powers Agreement, which may require a focused education and outreach effort for city staff and councils.

Staff are requesting Commissioner feedback and suggestions for any additional high-priority activities in 2024. They will bring a complete workplan to the January meeting.

XII. OTHER BUSINESS.

A. Commissioners and Alternate Commissioners must review, update and certify their statements of economic interest with the **Minnesota Campaign Finance Board*** by January 29, 2024. The Board will send letters directly to all public officials in late December. The Board will send letters directly to all public officials in late December notifying them of the filing requirement and providing them with the information necessary to file online.



B. There being no further business before the Commissions, the joint meeting was adjourned at 1:49 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Judie A. Anderson". The signature is written in a cursive style.

Judie A. Anderson
Recording Secretary
JAA:tim

Z:\Shingle Creek\Meetings\Meetings 2023\December 14, 2023 Meeting_Minutes.docx

To: Shingle Creek WMO Commissioners

From: Todd Shoemaker PE
Diane Spector

Date: January 4, 2024

Subject: Close SRP Channel Project and Reallocate Funds

**Recommended
Commission Action**

Close project 2021-04, authorize transfer of outstanding levy funds to the Closed Projects account, and direct staff to notify Hennepin County that the Commission appreciates but now cannot use the \$75,000 Opportunity Grant awarded the project.

The Commission and cities have a long history of undertaking various projects to reduce phosphorus loading from a large wetland north of Upper Twin Lake on land owned by the Metropolitan Airports Commission (MAC) but not used for operations at the Crystal Airport. The wetland and some surrounding uplands are leased to the cities of Crystal and Brooklyn Center and used as open space; most of the area is in Crystal and is known as the MAC Wildlife Area. This wetland has a DNR catalog number of 27-639W, and we typically just refer to it as Wetland 639W (see Figure 1 and shinglecreek.org/wetland-639w.html.)

The flow out of this wetland has been a major source of nutrients to the lake, and previous projects have been successful at reducing export of particulate phosphorus. We have been less successful at reducing dissolved phosphorus. In June 2021, following a research project to test various methods to reduce that “soluble reactive phosphorus” (SRP), the Commission established the “SRP Channel Modification Project” to implement the most cost-effective option. This involved modifying a channel on the Crystal Airport property that conveys high flows around the wetland and lining it with iron-enhanced sand. The Commission allocated \$50,000 in Closed Projects Account funding as match to a \$75,000 grant from Hennepin County, and then levied \$125,000 for a total of \$250,000 to undertake the project.

Unfortunately, the City of Crystal was unable to secure approval from MAC to modify the channel, which was constructed by the City with approval by MAC as part of the previous Commission-funded project “Wetland 639W Outlet Modification.” Three Rivers Park District was planning on reconstructing the boardwalk adjacent to the project area potentially in 2024, and we explored the possibility of partnering with that agency to complete our project with theirs. However, we were recently advised that the boardwalk project has been postponed until later this decade.

The Hennepin County grant funds expired 12/31/23. The County offered to extend the grant to the end of 2024, but it is now not possible to construct the project by that time. Staff recommends that 1) the Commission send its thanks to Hennepin County, but that the project cannot be completed by 12/31/24 and no extension is necessary; and 2) the Commission close project 2021-04 and authorize transferring the accumulated levy funds (estimated as \$131,343.98) to the Closed Projects Account.



During large rain events, when the wetland “fills up,” this “overflow weir” allows high flows to discharge down the overflow channel. It outlets below the long weir.

Just to the north of this boardwalk is the “long weir,” built in 2011 to regulate outflow from the wetland into Upper Twin Lake. It keeps most runoff in the wetland, and only overtops during extremely high rain events that exceed the capacity of the overflow channel.



To: Shingle Creek/West Mississippi WMO Commissioners
From: Todd Shoemaker, PE, CFM
Katie Kemmitt
Date: January 4, 2024
Subject: January 2024 Staff Report

**Recommended
Commission Action**

For discussion and information.

General Updates

Metropolitan Council Metro Area Water Supply Plan

The Metropolitan Council recently invited state, county, municipal, and watershed staff to participate in one of two workshops (Jan 19 and Feb 8) that will guide development of the next Metro Area Water Supply Plan.

Per the email invite: In collaboration with a Core Team made up of a few local water resource leaders from the Northwest Metro, a two-workshop series is being planned for early 2024 to create space for locally driven creation of Metro Area Water Supply Plan content. The intent of this process is to lead to a shared vision for the Northwest Metro, prioritized areas of focus, and an action plan to further progress on local priorities. Through this process, we hope to identify actions to address private well user challenges, increase understanding of the complexity of groundwater systems, support informed decision-making at all levels (including individual behavior change), aid in workforce development, and bring to light other local needs and opportunities. Then, with a plan in hand and relationships enhanced through the planning process, we will work collaboratively within and beyond the Northwest Metro subregion to secure a sustainable water future for humans and ecosystems alike.

Staff will attend the January 19 workshop and then provide a summary at the February 8 Commission meeting and discuss if continued staff involvement may be necessary.

Metropolitan Council 2050 Water Policy Plan

The Metropolitan Council is updating its current Water Policy Plan as part of the region’s long-range plan, Imagine 2050. The plan outlines water supply, water resources, and wastewater policies to align local and regional water priorities. It also sets guidelines and expectations about our regional wastewater system, and helps the region plan for future water needs.

Over the past two years, Metropolitan Council staff has written six research papers that investigate current and future water concerns and offer recommendations for the metro region. These six papers include 1) “Protecting our Region’s Water Quality”, 2) “Exploring Water Reuse”, 3) “Protecting Source Water Areas”, 4) “Wastewater Planning and Service”, 5) “Water and Climate Change”, and 6)

“Protecting Rural Waters”. Staff will review papers 1, 2, 3, and 5 over the next month, evaluate alignment with watershed goals, and provide a summary at the February 8 Commission meeting.

Clean Water Fund Projects and Practices Competitive Grant Application

The Clean Water Fund grant application submitted in August for the Eagle Lake Management Plan was not selected for funding, as announced in the Board of Water and Soil Resources December board meeting. The selected projects for funding lean heavily towards out-state organizations and not many metro-area projects are being selected. The Commission including capital funding for internal load management on Eagle Lake in their Fourth Generation Plan and there is significant surplus in the closed projects account. Staff will continue planning for internal load management on Eagle and Pike Lakes despite not being awarded the Clean Water Fund grant.

Items in Bold Italic have changed since the last report

Grant Projects

Project	Grant Source	Expiration	Status
<i>Shingle Creek</i>			
Shingle Cr Connections II	CWF	12/31/23	Project is complete, final payment pending
Bass Creek Restoration	WBIF	12/31/23	Project is complete, final payment pending
Meadow Lake Mgmt Plan: Drawdown	WBIF	12/31/23	Complete, final grant payment pending
Crystal Lake Mgmt Plan	MPCA 319	12/31/23	Waiting on final sediment core results
Wetland 639W SRP Channel Extension	HCES	12/31/23	Considering an extension
Meadow Lake Mgmt Plan	CWF	12/31/24	Grant has been extended for possible 2024 BMPs
Palmer Creek Estates Stream Resto	CWF	12/31/24	Stream work complete, working on hydrodynamic separator installation, completion expected this fall
Bass Lake Vegetation Mgmt	DNR CPL	6/30/25	In progress
Eagle Lake SWA	WBIF	12/31/25	In progress
Gaulke Pond Area SWA	WBIF	12/31/25	In progress
<i>West Mississippi</i>			
Miss Riverbank Streambank Stabilization	WBIF	12/31/25	In progress

Cost Share Projects

Project	Partner	Amount	Status
<i>Shingle Creek</i>			
Shingle Creek Rain Gardens	City-Mpls	\$50,000	In progress
Crystal Community Center	City-Crystal	\$41,559	In-progress Final
Highland Gables	Partner-Metro Blooms	\$49,993	In progress
<i>West Mississippi</i>			
Miss Gateway Shoreline Stabil	Partner-3 Rivers	\$75,000	Awarded, not yet started

Encumbered Balances as of 9/30/23 (Amounts are approximate)

Watershed	City Cost Share	Partnership	Closed Projects	Assigned	Unrestricted
Shingle Creek	\$284,000 \$292,639	\$106,000	\$106,000	\$23,000	\$69,000
West Mississippi	\$460,000	\$130,000	\$151,000	\$154,000*	\$120,000

*About \$89,000 assigned to "Grant Match account"

To: Shingle Creek WMO Commissioners

From: Todd Shoemaker, P.E.
Katie Kemmitt

Date: January 5, 2024

Subject: Draft 2024 Work Plan

Recommended Commission Action	Review, discuss, and propose desired modifications. Approve the work plan or request it be brought back in February.
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The following are suggested activities for the 2024 Work Plan, organized by Goal Areas identified in the Fourth Generation Plan and as general, routine Commission business. There are routine, ongoing activities as well as some Commission-funded construction projects expected. Note that we will bring a proposed 2024 Monitoring Plan to the Commission in February, which will provide additional details. Activities in calendar form are attached.

Goal 1. Protect, maintain, and improve the water quality and ecological integrity of the water and natural resources within the watersheds and the downstream receiving waters.

- a. Complete the 5-year performance review for the Bass and Shingle Creek Biotic and DO TMDL.
- b. Partner with the City of Robbinsdale to complete the Crystal Lake Management Plan, including final carp removal under grant.
- c. Partner with the City of New Hope to implement the Meadow Lake Management Plan, including potential additional vegetation and fish management and evaluation of an additional alum treatment.
- d. Partner with the City of Brooklyn Park and Three Rivers Park District to continue planning and design for stream restoration on Shingle Creek from the end point of the Connections project in Brookdale Park to just downstream of Xerxes Avenue.
- e. Complete the Eagle Lake Subwatershed Assessment.
- f. Partner with the City of Maple Grove to initiate the Eagle Lake Management Plan and implement one or more small watershed projects identified in the Eagle Lake Subwatershed Assessment.
- g. Continue to partner with the USGS to operate the Queen Avenue monitoring site.
- h. Stay abreast of other regional and state TMDLs.
- i. Use funding from the Project Maintenance Fund to upkeep past project improvements, including evaluating options for the France Avenue carp barrier.

Goal 2. Reduce stormwater runoff rates and volumes to limit flood risk, protect conveyance systems, protect surficial groundwater, and reduce or mitigate impacts that have already occurred.

- a. Complete reviews of development and redevelopment projects as necessary.
- b. Initiate the Colorado Avenue infiltration trench feasibility study that was recommended based on the Gaulke Pond Subwatershed Assessment.

Goal 3. Educate and engage all stakeholders in the watersheds on surface water issues and opportunities.

- a. Participate in the West Metro Water Alliance joint education and outreach group.
- b. Partner with Hennepin County and other local watersheds to fund and provide guidance to the shared Education and Outreach Coordinator.
- c. Work with the shared education and Outreach Coordinator to offer customized shoreline restoration workshops as part of an effort to enhance outreach to lake associations.
- d. Develop a Chloride Management Plan for the watershed.
- e. Develop a format and process for incorporating documentation of potential impacts to and outreach to underrepresented populations to increase engagement and help improve equitable outcomes.

Goal 4. Anticipate and proactively work to withstand adverse impacts from changing environmental and climate conditions.

- a. Consider applying for an MPCA Community Resilience grant in 2024 to model future precipitation scenarios in the watershed.

Continue ongoing administration and programming.

- a. Convene with BWSR and other entities eligible to receive funding from the next round of WBIF grants to establish priorities and select projects and strategies for funding. Shingle Creek has been awarded \$191,622, which is available July 1, 2024. *The Convene Group will meet in early 2024 with the goal of allocating those funds by May 1, to be contracted in May-June 2024 for expenditure starting July 1. Initial discussion at WMWA is that there is some interest in extending funding for the joint outreach coordinator, which was allocated \$30,000 from the previous WBIF grant.*
- b. Conduct routine Commission lake water quality monitoring and aquatic vegetation monitoring on Eagle and Pike Lakes and grant funded monitoring on Meadow Lake.
- c. Conduct Commission routine flow and water quality monitoring at SC-0 and SC-3 on Shingle Creek and Bass Creek Park (BCP) on Bass Creek.
- d. If available in 2024, sponsor volunteer stream monitoring through RiverWatch.

- e. Sponsor volunteer lake monitoring through CAMP (Met Council) on up to four lakes.
- f. Prepare an annual water quality report.
- g. Solicit cost-share projects from member cities funded from the Cost Share Fund and the annual \$100,000 levy and the Partnership Cost Share Fund and the annual \$50,000 levy.
- h. Review feasibility studies for 2024 proposed capital projects, undertake Plan Amendments, hold public hearings, order projects, and certify levies.
- i. Prepare a 2025 annual budget.
- j. Invite three guest speakers to make lunchtime water resources presentations.
- k. Initiate the review process for the revised Joint Powers Agreement, which may require a focused education and outreach effort for city staff and councils.

2024 PROJECTED WORKPLAN	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<i>ROUTINE BUSINESS</i>												
Set annual workplan												
Set annual monitoring program												
Call for CIP/plan amendment proposals												
TAC considers CIP/ amendments and refers to Commission												
Call for public meeting on any proposed plan amendments												
Annual water quality report												
Lake monitoring												
Stream monitoring												
Adopt any plan amendments and set max levy												
Plan amendments and maximum levies to County												
Initial annual budget review for following year												
Finalize budget and send to cities												
Bass/Shingle Biotic and DO TMDL Five Year Review												
Clean Water Fund grant applications												
Call for public hearing on proposed capital projects												
Public hearing on proposed capital projects												
Annual progress review, education, and outreach report												
Project reviews												
Initiate review of revised JPA												
<i>PROJECTS & MISC.</i>												
WBIF Convene meeting												
Bass Lake herbicide treatment												
Crystal Lake herbicide treatment (if necessary) and carp removals												
Meadow Lake monitoring and additional management												
Shingle Creek Brookdale Park Planning & Design												
Eagle Lake Management Plan												

Ryan Creek carp barrier improvements												
Eagle Lake Subwatershed Assessment												
Colorado Ave trench feasibility study												
Provide customized shoreline restoration workshops												
Draft and adopt criteria for evaluating Commission projects for equity impact												
Draft and adopt Chloride Management Plan												

To: West Mississippi WMO Commissioners

From: Todd Shoemaker, P.E.
Katie Kemmitt

Date: January 5, 2024

Subject: Draft 2024 Work Plan

**Recommended
Commission Action**

Review, discuss, and propose desired modifications. Approve the work plan or request it be brought back in February.

The following are suggested activities for the 2024 Work Plan, organized by Goal Areas identified in the Fourth Generation Plan as well as some general, routine Commission business. Note that we will bring a proposed 2024 Monitoring Plan to the Commission in February, which will provide additional details. Activities in calendar form are attached.

Goal 1. Protect, maintain, and improve the water quality and ecological integrity of the water and natural resources within the watersheds and the downstream receiving waters.

- a. Continue to identify, pursue grant funding for, and implement projects and programs addressing the bacterial impairment in the Mississippi River.
- b. Stay abreast of other regional and state TMDLs.
- c. Identify boundaries of the untreated areas directly connected to the Mississippi River or other conveyances.
- d. Partner with the MWMO to undertake monitoring at the 65th Avenue outfall.
- e. Execute cooperative agreement with Brooklyn Park for the Mississippi River stabilization project.
- f. Partner with a member city to complete a subwatershed BMP analysis.

Goal 2. Reduce stormwater runoff rates and volumes to limit flood risk, protect conveyance systems, protect surficial groundwater, and reduce or mitigate impacts that have already occurred.

- a. Complete reviews of development and redevelopment projects as necessary.

Goal 3. Educate and engage all stakeholders in the watersheds on surface water issues and opportunities.

- a. Participate in the West Metro Water Alliance joint education and outreach group.

- b. Partner with Hennepin County and other local watersheds to fund and provide guidance to a shared Education and Outreach Coordinator.
- c. Work with the shared Education and Outreach Coordinator to offer customized workshops on shoreline restoration to lakeshore residents as part of an effort to enhance outreach to lake associations.
- d. Develop a Chloride Management Plan for the watershed.
- e. Develop a format and process for incorporating documentation of potential impacts to and outreach to underrepresented populations to increase engagement and help improve equitable outcomes.

Goal 4. Anticipate and proactively work to withstand adverse impacts from changing environmental and climate conditions.

- a. Consider applying for an MPCA Community Resilience grant in 2024 to model future precipitation scenarios in the watershed.

Continue ongoing administration and programming.

- a. Convene with BWSR and other entities eligible to receive funding from the next round of WBIF grants to establish priorities and select projects and strategies for funding. West Mississippi has been awarded \$152,299, which is available July 1, 2024. *The Convene Group will meet in early 2024 with the goal of allocating those funds by May 1, to be contracted in May-June 2024 for expenditure starting July 1. Initial discussion at WMWA is that there is some interest in extending funding for the joint outreach coordinator, which was allocated \$30,000 from the previous WBIF grant.* Undertake routine flow and water quality at two outfalls into the Mississippi River.
- b. If available in 2024, sponsor volunteer stream monitoring through RiverWatch.
- c. Prepare an annual water quality report.
- d. Solicit cost-share projects from member cities funded from the Cost Share Fund and the annual \$50,000 levy.
- e. Review feasibility studies for 2024 proposed capital projects, undertake Plan Amendments, hold public hearings, order projects and certify levies.
- f. Prepare a 2025 annual budget.
- g. Invite three guest speakers to make lunchtime water resources presentations.
- h. Initiate the review process for the revised Joint Powers Agreement, which may require a focused education and outreach effort for city staff and councils.

2024 PROJECTED WORKPLAN	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<i>ROUTINE BUSINESS</i>												
Set annual workplan	█											
Set annual monitoring program		█										
Call for CIP/plan amendment proposals	█	█										
TAC considers CIP/ amendments and refers to Commission			█	█								
Call for public meeting on any proposed plan amendments				█								
Annual water quality report				█								
Stream monitoring	█	█	█	█	█	█	█	█	█	█	█	█
Adopt any plan amendments and set max levy					█							
Plan amendments and maximum levies to County					█							
Initial annual budget review for following year					█							
Finalize budget and send to cities						█						
Clean Water Fund grant applications							█	█				
Call for public hearing on proposed capital projects								█				
Public hearing on proposed capital projects									█			
Annual progress review, education, and outreach report												█
Project reviews	█	█	█	█	█	█	█	█	█	█	█	█
Initiate review of revised JPA				█	█	█	█					
<i>PROJECTS</i>												
WBIF Convene meeting		█	█	█	█							
Execute cooperative agreement between City of Brooklyn Park and Watershed	█	█	█									
Provide customized shoreline restoration workshops							█	█	█	█	█	█
Draft and adopt criteria for evaluating Commission projects for equity impact analysis	█	█	█	█	█	█	█	█	█	█	█	█

