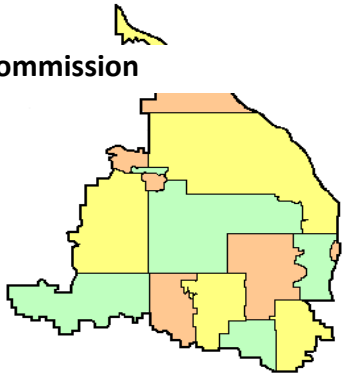
Shingle Creek Watershed Management Commission

West Mississippi Watershed Management Commission



3235 Fernbrook Lane N • Plymouth, MN 55447
Tel: 763.553.1144 • Fax: 763.553.9326
Email: judie@jass.biz • Website: www.shinglecreek.org

September 4, 2025

Commissioners
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:

Regular meetings of the Shingle Creek and West Mississippi Watershed Management Commissions will be held Thursday, September 11, 2025, 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 Commissions will suspend their regular meetings at 12:45 p.m. for the purpose of conducting a public hearing on six improvement projects, five in the Shingle Creek watershed and one in the West Mississippi watershed.

Project 2025-01: Cost Share Projects, Shingle Creek
Project 2025-02: Partnership Cost Share (private projects), Shingle Creek
Project 2025-03: Maintenance Fund, Shingle Creek
Project 2025-04: Brookdale Park Natural Channel Phase 1, Brooklyn Park
Project 2025-05: Bass Creek TH169 to 63rd Avenue, Brooklyn Park and New Hope
Project 2025-06 Partnership Cost Share (private projects), West Mississippi

The regular meeting will resume immediately after the public hearing concludes.

The Technical Advisory Committee (TAC) will meet at 11:00 a.m., prior to the regular meeting.

Please make your meal choice from all of the items below and email me at judie@jass.biz to confirm your attendance and your meal selection by noon, Tuesday, September 9, 2025. Thank you.

Regards,

Judie A. Anderson, Administrator

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

Z:\Shingle Creek\Meetings\Meetings 2025 SCWM\09_Notice_Regular Meeting and Public Hearing.docx

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

Please also indicate: your cookie preference: Chocolate Chip or Oatmeal Raisin
and your beverage preference: (W) Water (C) Coke (DC) Diet Coke (S) Sprite (N) None

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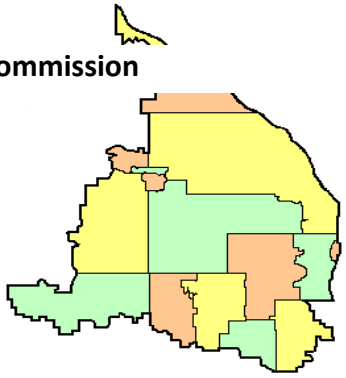

A meeting of the joint Technical Advisory Committee (TAC) of the Shingle Creek and West Mississippi Watershed Management Commissions is scheduled for **11:00 a.m., Thursday, September 11, 2025,** at the Plymouth Community Center.

A G E N D A

1. Call to Order.
   a. Roll Call.
   b. Approve Agenda.*
   c. Approve Minutes of Last Meeting.*
2. Incorporating Low Salt Design into Concept Plan Review.*
3. Mississippi Riverbank Study.*
4. Work Order 25-06 38th Avenue Outfall Monitoring.*
   a. Tech Sales Quotation.*
5. Other Business.
6. Next TAC meeting is scheduled for October 9, 2025.
7. Adjournment.

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Shingle Creek Watershed Management Commission
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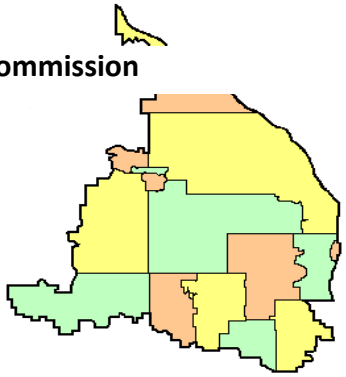


Technical Advisory Committee
MINUTES | August 14, 2025

(Discussion pertaining to the SCWMC appears in blue, to the WMWMC in green and shared discussion in black.)

A meeting of the joint Technical Advisory Committee (TAC) of the Shingle Creek and West Mississippi Watershed Management Commissions was called to order by Chair Richard McCoy at 11:03 a.m., Thursday, August 14, 2025, at the Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN.

Present: Touyia Lee, Brooklyn Center; Nate Musial, Brooklyn Park; Steven Touney, Champlin; Jesse Struve, Crystal; Nico Cantarero, Minneapolis; Nick Macklem, New Hope; Ben Scharenbroich, Plymouth; and Richard McCoy, Robbinsdale.

Not represented: Maple Grove, and Osseo.

Also present: Mike Sorensen and Carolyn Eckstein, Minneapolis Park and Rec Board; Talori Dunsworth, Fintan Lenahan, and Andy Polzin, Plymouth; Jenna Wolf, Anna Makousky, and Ben Surma, Robbinsdale; Todd Shoemaker, Grace Neumiller, and Sylvia Doerr, Stantec; and Judie Anderson, JASS.

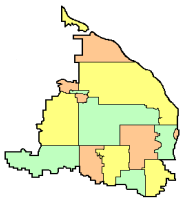
I. Motion by Macklem, second by Cantarero to **approve the agenda*** with the addition of a presentation by Polzin on the restructuring of the West Metro Water Alliance (item III., below). *Motion carried unanimously.*

II. Motion by Macklem, second by Cantarero to **approve the minutes*** of the July 10, 2025, meeting. *Motion carried unanimously*.

III. WMWA STRATEGIC PLAN.*

The West Metro Water Alliance (WMWA) has existed as a relatively informal collaborative since 2006, when it was simply a "Joint Education Committee" of SCWM, Elm Creek, and Bassett Creek. In 2010 it was formalized as WMWA through a funding agreement between the four watersheds and the adoption of the West Metro Education and Outreach Plan.

Often referred to as "a committee of who shows up," a small group of WMWA participants has been meeting as a working group to frame a strategic planning process to better define the organization, its mission and structure, and develop a long-term vision and pathway to that vision. The goals are two-fold: 1) formalize the organizational structure of this ad hoc group; and 2) define and start building a path toward a fully funded full-time coordinator.



The strategic planning working group has defined four planning steps to be completed in 2025. To start the process, they prepared this short presentation,* providing an overview of WMWA's history and current functions and some questions for discussion. They are requesting the TAC's input and hope that at least one TAC member will volunteer to participate in a focus group to help further flesh out the strategic plan in step two of the process. Step three is implementing a more formal structure for WMWA than just "who shows up," including bylaws that establish things like membership, leadership, voting rights, authorizations (hire, fire, contract), etc. Finally, the Education and Outreach Plan is almost ten years old and should be updated.

1. Present strategic planning process to TACs and take input (this meeting).

2. Host one or two focus group meetings of 5-6 TAC volunteers from the four member WMOs plus potentially Richfield-Bloomington and Pioneer-Sarah Creek (PSC) to flesh out the vision and pathway.

3. Discuss organizational structure options and draft bylaws for current WMWA organization.

4. Update the Education and Outreach Plan.

Discussion:

1. Scharenbroich and Dunsworth have volunteered to participate in the planning process.

2. There should be an emphasis on checking all the NPDES II boxes (education and public outreach minimum measures).

3. Salt and trash collection are two big issues.

4. The coordinator needs to get her updates out at least a month earlier so that the information/activities therein can be disseminated in a timely manner.

5. The Pioneer-Sarah Creek watershed has different needs. There are also no schools within that watershed. Minnehaha Creek Watershed facilitates educational articles and social media for five of the six member cities in the PSC watershed.

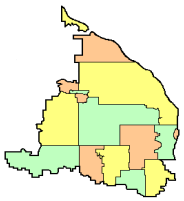
IV. BLUE LINE LIGHT RAIL.*

The Metropolitan Council has submitted 60% plans and a water resources design report for three different extents of the proposed Blue Line Light Rail Transit project. Staff has reviewed the submitted documents and issued comments to Met Council. In their August 6, 2025, memo,* Staff provided an overview of the project, detailed the project segments (Robbinsdale, Crystal, and Brooklyn Park) and highlighted some of the comments issued to Met Council.

V. CRYSTAL LAKE OUTFALL MONITORING.*

Work Order 25-06 proposes monitoring of inflow at the 38th Ave pipe that discharges to Crystal Lake near the flocculation plant. Monitoring at this location will characterize City of Minneapolis runoff volume and pollutants directed to Crystal Lake, which is impaired for nutrients. The manhole at 38th and York Avenues in Robbinsdale was selected for this project.

Monitoring at this location requires specialized equipment to measure pipe flow and col-



lect samples during storm events. Some equipment will need to be purchased and are included in the cost estimate. Stantec will purchase and program the equipment. The City of Robbinsdale Public Works will complete the initial install of equipment, which includes confined space entry to the pipe and securing the AV sensor to the bottom of the pipe. The total cost of the Work Order is estimated to be $54,968.

Discussion:

1. It makes sense to conduct full season 2026 monitoring to justify equipment purchase.
2. Consider collecting grab samples with bucket.
3. Include trash monitoring in work order.
4. Quote cost to purchase ISCO automated sampler and Area Velocity module for 2026 season.
5. Fund from the unrestricted fund balance.

Staff will return to the September meeting with "Plan B."

VI. WEBSITE UPDATE.*

A small group of representatives from Shingle Creek, West Mississippi, Elm Creek, and Pioneer-Sarah Creek met to review a draft RFP prepared by staff for migrating and refreshing the three websites for the organizations. Included in the meeting packet is a draft* that reflects that group's comments. The group plans to meet one last time for a final review; although no substantive revisions are anticipated. Staff hope to finalize the RFP for distribution by the last week of August.

The recommended actions are 1) discuss and provide feedback; 2) approve the RFP subject to any additional modifications by the working group; and 3) authorize Shingle Creek, acting as the Fiscal and Contracting Agent, to procced with distributing the RFP. In the interim, Staff will request input from the member cities about potential vendors they have worked with that they would recommend.

Motion by Cantarero, second by McCoy to recommend that the Commission approve the actions above. *Motion carried unanimously.*

VII. MINNEAPOLIS COMMISSIONER.

Cantarero announced that the City should be appointing a Commissioner and Alternate Commissioner to serve on the Shingle Creek Commission in the coming weeks.

VIII. OTHER BUSINESS.

A. The **next TAC meeting** is scheduled for Thursday, September 11, 2025.

B. There being no further business, the TAC meeting was adjourned at 12:26 p.m.

Respectfully submitted,

Judie A. Anderson, Recording Secretary
JAA:tim

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Stantec

Memo

To: West Mississippi WMC TAC Members

From: Erik Megow, PE
Todd Shoemaker, PE, CFM

Date: September 3, 2025

Subject: Mississippi Riverbank Feasibility Study

Recommended TAC Action	For discussion

In July 2023, the West Mississippi Watershed Management Commission (Commission) authorized the Mississippi Riverbank Study, funded by a Watershed-based Implementation Funding (WBIF) grant from BWSR. The impetus for this was to further a 2020 site assessment and report that the City and Hennepin Conty completed. The three primary objectives of this study were to:

1. Update the *Mississippi River Stabilization Project Site Assessment* completed by Hennepin County in 2020;
2. Identify engineering and implementation alternatives; and
3. Recommend an approach to proceed with one or more projects.

The Study Area (Figure 1) of this feasibility study is a subset of parcels from the 2020 study along the Mississippi River between the TH 610 bridge to the north and 85th Avenue to the south. In the fall of 2023 and spring of 2024, Hennepin County and Stantec reached out to the 59 unique property owners of the 73 parcels in the study area to gather additional input and have them grant access to their properties in writing. Of the 59 property owners Hennepin County and the City of Brooklyn Park reached out to, nine (9) had responded to grant access to their property. Three of the nine sites were chosen to move toward 30% design plans and cost estimates. These cost estimates and the stabilization techniques used the three sites to provide a basis for construction cost estimates for adjacent home owners with similar erosion severities.

The full memo is posted on the website at the Shingle Creek Minutes & Meeting Packets web page. Stantec shared some of the preliminary findings, design, and an overview of the memo with City of Brooklyn Park staff in late August and agreed that the study was at a point where some of the design and next steps should be reviewed and discussed with the TAC.

At the September 11 meeting we will:

- Present and discuss the 30% design options for the three selected projects and their costs.
- Discuss options for finalizing the memo, including:
    - Design renderings to help residents better visual various Stabilization Alternatives,
    - Perform site-specific soil loss calculations using the BWSR Pollution Reduction Estimator,
    - Include additional standard details within an Appendix to help landowners complete preliminary designs, and/or

- Expand Table 2 within the memo to give more precise ranges of costs for various bank stabilization heights and techniques.

- Discuss TAC recommendations to take to the Commission in October or November.

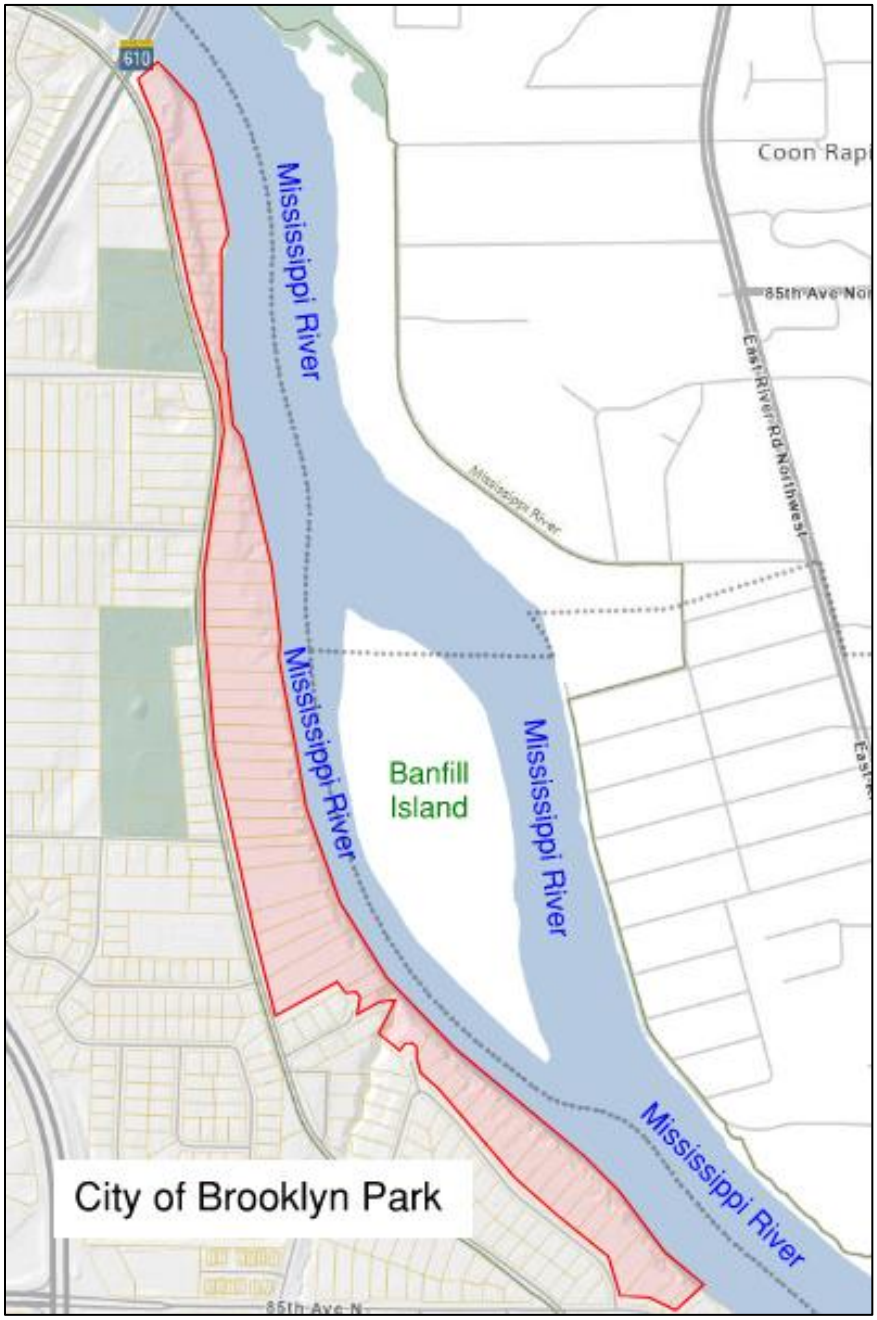

Figure 1. Study area outlined in red.

Work Order 25-06

To: Shingle Creek WMO Commissioners & TAC

From: Todd Shoemaker, PE, CFM
Grace Neumiller

Date: September 4, 2025

Subject: Work Order 25-06: Crystal Lake 38th Outfall Monitoring

Recommended Commission Action	For discussion and approval
Proposed Budget	$59,540 to be funded from the Unrestricted Account

Introduction

This work order proposes 2026 monitoring of inflow at the 38th Ave pipe that discharges to Crystal Lake near the flocculation plant. Monitoring at this location will characterize City of Minneapolis runoff volume and pollutants directed to Crystal Lake, which is impaired for nutrients.

Although pipe monitoring is typically a city MS4 requirement and not a Commission responsibility, Crystal Lake 38th Ave outfall is a special case due to Crystal Lake's nutrient impairment, the involvement of both the Cities of Minneapolis and Robbinsdale, and the upcoming CIP project (Minneapolis Flood Area 5). Because of the unique situation, the Commission is exploring sampling the pipe for a limited duration.

Stantec Scope of Work

The following scope of work describes in more detail the work proposed by Stantec to monitor the pipe leading to the 38th Ave Outfall into Crystal Lake in the City of Robbinsdale in 2026.

Task 1 – Site Planning & Equipment Deployment

Stantec conducted an initial site visit with City of Robbinsdale and Minneapolis Parks and Recreation Board (MPRB) to evaluate potential site options for monitoring. Several potential sites were explored. The manhole at the corner of 38th Ave N and Crystal Lake Blvd close to the pipe outlet at Crystal Lake was evaluated for monitoring, but it was deemed too close to Crystal Lake. High lake levels have a backwater effect on pipe flow at this location.

Ultimately, the manhole at 38th Ave N and York Ave N in Robbinsdale was selected. The manhole is located adjacent to the border of the Cities of Robbinsdale and Minneapolis. Monitoring at this site will capture flow inputs from the City of Minneapolis to Robbinsdale, as has been discussed previously with the Commission.

Monitoring at this location requires specialized equipment to measure pipe flow and collect samples during storm events. The following equipment will need to be purchased and are included in the cost estimate below: ISCO 750 area-velocity (AV) sensor, ISCO 6712 sampler, ISCO parts (couplers, bottles, mounting hardware, connection cables), steel utility box for housing equipment, and two batteries to run the equipment. Attached is the quote from Tech Sales Co. for the ISCO sensor, sampler, and parts.

The following assumptions are included in this task (both options):

- Stantec will purchase order the necessary equipment on behalf of the Commission.
- Stantec will program the monitoring equipment.
- The City of Robbinsdale Public Works will complete the initial installation of equipment, which includes confined space entry to pipe and securing the AV sensor to the bottom of the pipe.
- Finalized site planning and equipment installation will occur in early spring 2026 after winter snowmelt.

Task 1 Deliverables:

- Purchase of necessary monitoring equipment
- Site installation

Task 2 – Monitoring

Monitoring will begin as soon as possible after equipment installation and site set-up in early spring 2026. Pipe discharge will be monitored using the AV sensor described above, and water quality will be assessed through storm event and baseflow water quality sampling using an ISCO automated sampler. We will target up to 10 storm events and 5 baseflow events from beginning of equipment installation through November 30, 2026.

Parameters to monitor include:

- Chloride
- Orthophosphate
- Phosphorus, total
- Phosphorus, total dissolved
- Solids, total suspended
- Nitrogen, total

The cost to sample the full NPDES monitoring suite is included as an attachment to this memo (Table A1) if the Commission wishes to add additional parameters. Samples will be sent to RMB Laboratory for analysis. Samples will be collected as soon as possible after storm and baseflow events and transported on ice to the laboratory in Burnsville.

Assumptions for Task 2 include:

- Sample collection may require confined space entry, which will be performed by others (likely City of Robbinsdale Public Works staff).
- Two people will be onsite for each sample collection event. When possible, City staff will accompany a Stantec staff member onsite.

Task 2 Deliverables:

- Continuous flow (15-minute increments) from 2026 monitoring season
- Lab reports with water quality results for each collection event/sample

Task 3 – Data Analysis & Tech Memo

Stantec will prepare a memo summarizing the data collected in 2026. The memo will describe flow and total estimated volume flowing through the pipe, as well as estimated pollutant loads for the collected water quality parameters.

Task 3 Deliverables:

- Memo summarizing flow and load data from the 2026 monitoring season

Task 4 – Project Management & Data Sharing

This task includes the following

- Quarterly updates to the Commission included in the monthly staff report.
- One presentation to the Commission following the 2026 monitoring season summarizing the project results.
- Use of the Stantec Project Management Framework to identify critical tasks that will help us to ensure safe and quality execution of the project.
- Conduct Stantec safety/risk assessments to promote safe execution of the scope of work.

Task 4 Deliverables:

- Raw data files (pipe discharge, laboratory reports) shared with the Cities of Minneapolis and Robbinsdale

Fee Estimate & Schedule

Stantec will execute the scope of work described above for the fee outlined below on a time and materials basis and according to the Master Services Agreement with Stantec. We will not exceed the amount indicated without prior authorization from the SCWMC.

The project will be completed by March 31, 2027.

			TASK TOTALS		
Task No.	**Description**	**HOURS**	**LABOR**	**EXPENSES/ MILEAGE**	**TOTAL**
	Stantec Fees				
1	Site Planning & Equipment Deployment	20	$3,360	$15,140	$18,500
2	Monitoring	174	$25,620	$810	$26,430
3	Data Analysis & Tech Memo	79	$11,950	-	$11,950
4	Project Management & Data Sharing	12	$2,660	-	$2,660
	Stantec Fee Subtotal				$59,540

We look forward to discussing this work order and are happy to review our approach and scope of work with you. Should you have any questions, please do not hesitate to contact us via phone or email.

Best regards,

STANTEC CONSULTING SERVICES INC.

Todd Shoemaker PE, CFM
Senior Water Resources Engineer
Phone: 651-294-4585
Mobile: 612-414-7166
todd.shoemaker@stantec.com

Grace Neumiller
Environmental Scientist
Phone: (612) 712-2166
grace.neumiller@stantec.com

Table A1. RMB laboratory price per sample for full suite of water quality monitoring parameters.

Parameter/Test	Quantity	Price Per Test	Total
Chemical Oxygen Demand	1	$38	$38
Total Chloride	1	$16	$16
Copper	1	$20	$20
Dissolved Organic Carbon	1	$36	$36
Total Hardness	1	$49	$49
Lead	1	$20	$20
Nitrate+Nitrite	1	$20	$20
Orthophosphate	1	$19	$19
Total Phosphorus	1	$19	$19
Total Dissolved Phosphorus	1	$19	$19
Total Dissolved Solids	1	$22	$22
Inorganic Suspended Solids	1	$48	$48
Total Suspended Solids	1	$18	$18
Volatile Suspended Solids	1	$23	$23
Total Nitrogen	1	$53	$53
Zinc	1	$20	$20
		Total	**$440**

Q U O T A T I O N

Quotation For:

Stantec
2335 Highway 36 W
St Paul MN 55113
Ph: (763) 252-6856 **Fx:**

Quotation#: 2250967
Revision#: 1
Date: 08/27/25

Attn: Katie Kemmit **E-Mail:** katie.kemmitt@stantec.com
Ref: Isco Sampler

Please Address Order To:

TECH SALES CO.
311 W. 44TH STREET
MINNEAPOLIS MN 55409

FOB: Factory
Shipment: 3-5 Weeks ARO
Salesman: Abraham Salamzadeh
Validity: 30 Days
Terms: NET 30 DAYS

Item	Qty	Part#/Description	Unit Price	Total Price
1	1	686710070 Isco Model 6712 Full-size Portable Sampler. Includes controller, top cover, center section, base, distributor arm, two pump tubes, instruction manual, & pocket guide. Does not include bottle configuration kit.	6,121.00	6,121.00
2	1	686700006 24-bottle Configuration for 6700 Series Full-size Portable Sampler. Includes 24 polypropylene 1-liter bottles with caps, bottle retaining ring, and two discharge tubes.	382.00	382.00
3	1	609004379 3/8 inch ID vinyl suction line with standard weighted polypropylene strainer, 25 foot length. Includes tubing coupler.	240.00	240.00
4	1	609004031 Isco 750 Area Velocity Module only; no sensor	4,381.00	4,381.00
5	1	603254021 Low Profile Area Velocity Sensor with 10' range and 25' cable.	2,323.00	2,323.00
6	1	603004196 Sensor Mounting Plate. Flat plate for mounting up to 3 sensors in rectangular, trapezoidal or irregular channels. Includes plastic ties to fasten the sensor cable and installation instructions.	163.00	163.00
7	1	601394023 Connect cable for external 12V DC source. 6 ft. cable for powering portable Isco sampler or flow meters from an external 12V DC source, such as an automotive or deep-cycle marine battery. Terminates in heavy-duty battery clips. For use with Isco GLS, 6700 series Portable Samplers.	175.00	175.00

********** **CONTINUED ON PAGE 2** **********

Q U O T A T I O N

Quotation#: 2250967
Revision#: 1
Date: 08/27/25

Item	Qty	Part#/Description	Unit Price	Total Price

NOTE: Will need Deep Cycle Marine Battery to provide power to sampler.

Quote Total: 13,785.00

Prices shown do not include freight or sales tax. MasterCard/Visa payments are accepted but may be subject to a 4% surcharge. Please review this quotation and let us know if you have any questions.

By: _____
Abraham Salamzadeh