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September 2, 2021

Commissioners  
 Shingle Creek and West Mississippi  
 Watershed Management Commissions  
 Hennepin County, Minnesota

The agenda and meeting packet are available to all interested parties on the Commission's web site:  
<http://www.shinglecreek.org/minutes--meeting-packets.html>

Dear Commissioners:

A joint regular meeting of the Shingle Creek and West Mississippi Watershed Management Commissions will be held **Thursday, September 9, 2021, at 12:45 p.m.** **This will be a virtual meeting.**

To join the meeting, click <https://zoom.us/j/834887565> or go to [www.zoom.us](http://www.zoom.us) and click **Join A Meeting**. The meeting ID is **834-887-565**. The password is **water**. If your computer is not equipped with audio capability, you need to dial into one of these numbers:

- |                               |                              |                               |
|-------------------------------|------------------------------|-------------------------------|
| +1 929 205 6099 US (New York) | +1 312 626 6799 US (Chicago) | +1 669 900 6833 US (San Jose) |
| +1 346 248 7799 US (Houston)  | +1 253 215 8782 US           | +1 301 715 8592 US            |

Meetings remain open to the public via the instructions above.

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**PUBLIC HEARING.** The Commissions will suspend their regular meetings at 12:45 p.m. for the purpose of conducting a public hearing on the following improvement projects: 2021-01 Shingle Creek City Cost Share Retrofit Projects; 2021-02 Shingle Creek Partnership Cost Share BMP Projects; 2021-03 Palmer Lake Estates Bass Creek Restoration; 2021-04 Phase 2 SRP Channel Extension; 2021-05 West Mississippi City Cost Share Retrofit Projects; 2021-06 West Mississippi Partnership Cost Share (private) Projects.

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**KICK-OFF MEETING.** The public hearing will be followed by a kickoff meeting for the Commissions' Fourth Generation Watershed Management Plan.

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The regular meeting will resume after the kickoff meeting.

Please email me at [judie@jass.biz](mailto:judie@jass.biz) to confirm whether you or your Alternate will be attending the regular meeting. Thank you.

Regards,

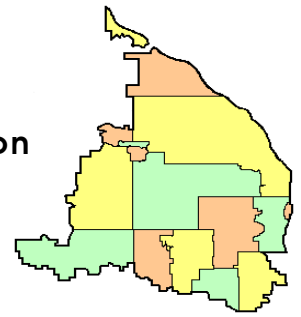
Judie A. Anderson  
 Administrator

cc: Alternate Commissioners      Member Cities      Wenck/Stantec      Troy Gilchrist  
      TAC Members                    Hennepin County      Reviewing Agencies

Z:\Shingle Creek\Meetings\Meetings 2021\09 Notice\_Regular meeting\_public hearing\_kickoff meeting .docx



Watershed Management Commission



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A combined regular meeting of the Shingle Creek (SC) and West Mississippi (WM) Watershed Management Commissions will be convened Thursday, September 9, 2021, 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.*

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**KICK-OFF MEETING.** The public hearing will be followed by a kickoff meeting for the Commissions' Fourth Generation Watershed Management Plan.

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.
- Suspend regular meetings.*
- SCWM 3. Public Hearing for 2021 Capital Improvement Projects.
    - SCWM a. Staff Report.\*
    - SCWM b. Commission discussion.
    - SCWM c. Open Public Meeting.
      - SCWM 1) Receive Written Comments.
      - SCWM 2) Receive Comments from Public.
    - SCWM d. Close Public Hearing.
    - SCWM e. Commission Discussion.
    - ✓ SC f. Consider Resolution SC2020-01.\*
    - ✓ WM g. Consider Resolution WM2020-01.\*

*Begin Kick-Off Meeting.*

- SCWM 4. Fourth Generation Plan Kick-off Meeting.\*
  - a. Third Generation Plan Priorities, Goals and Actions.\*
  - b. Responses to Requests for Information.
    - 1) Metropolitan Council.\*

(over)

- 2) Champlin.\*
- 3) Brooklyn Park.\*

*Resume regular meetings.*

- SCWM 5. Open forum.
- 6. Project Reviews.
- √ SC a. SC2021-08 Arbor Lakes Business Park Building A, Maple Grove.\*
- 7. Third Generation Watershed Management Plan.
- SCWM 8. Water Quality.
- √ SC a. Approve 2021 USGS Cooperative Agreement.\*
- 9. Grant Opportunities.
- 10. Education and Public Outreach.\*\*
- SCWM a. Next WMWA meeting – via zoom. 8:30 a.m., Tuesday, September 14, 2021.
- SCWM 11. Staff Report.\*
- 12. Communications.
- SCWM a. Communications Log.\*
- SCWM b. Return to Electronic Meetings.\*
- SCWM 13. Other Business.
- SCWM 14. Adjournment.

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

\*\*\* Previously transmitted \*\*\*\* Available on website √ Item requires action



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## REGULAR MEETING MINUTES

August 12, 2021

(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 virtual 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 12:48 p.m. on Thursday, August 12, 2021, in the Community Room at Crystal City Hall, 4141 Douglas Drive, Crystal, MN.

Present for Shingle Creek were: Burton Orred, Jr., Crystal; Karen Jaeger, Maple Grove; Ray Schoch, Minneapolis, Bob Grant, New Hope; John Roach, Osseo; Andy Polzin, Plymouth; Wayne Sicora, Robbinsdale; Ed Matthiesen and Todd Shoemaker, Wenck/Stantec; Troy Gilchrist, Kennedy & Graven; and Judie Anderson, JASS.

Not represented: Brooklyn Center and Brooklyn Park.

Present for West Mississippi were: Melissa Collins, Brooklyn Park; Karen Jaeger, Maple Grove; John Roach, Osseo; Ed Matthiesen, Wenck/Stantec; Troy Gilchrist, Kennedy & Graven; and Judie Anderson, JASS.

Not represented: Brooklyn Center and Champlin.

Also present were: Andrew Hogg, Brooklyn Center; Mitch Robinson, Brooklyn Park; Mark Ray, Crystal; Liz Stout, Minneapolis; Megan Hedstrom, New Hope; Amy Riegel and Ben Scharenbroich, Plymouth; Richard McCoy and Marta Roser, Robbinsdale; and Tom Mathisen, Crystal.

### II. Agendas and Minutes.

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

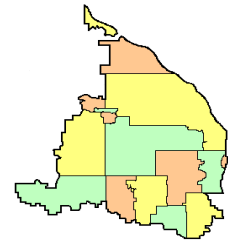
Motion by Jaeger, second by Roach to approve the **West Mississippi agenda** as amended.\* *Motion carried unanimously.*

Motion Schoch, second by Grant to approve the **minutes of the July 8, 2021, regular meeting.\*** *Motion carried unanimously.*

Motion by Jaeger, second by Roach to approve the **minutes of the July 8, 2021, regular meeting.\*** *Motion carried unanimously.*

### III. Finances and Reports.

A. Motion by Orred, second by Schoch to approve the Shingle Creek **August Treasurer's Report\* and claims** totaling \$107,041.61. Voting aye: Orred, Jaeger, Schoch, Grant, Roach, Polzin, and Sicora; voting nay – none; absent – Brooklyn Center and Brooklyn Park.



**B.** Motion by Jaeger, second by Roach to approve the **West Mississippi August Treasurer's Report\* and claims** totaling \$19,659.38. Voting aye: Collins, Jaeger, and Roach; voting nay – none; absent Brooklyn Center and Champlin.

**IV. Open Forum.**

**V. Project Reviews.**

**A. WM2021-011: Zachary Distribution Center, Maple Grove.\*** Construction of a 172,224 square foot distribution center on an 11.4-acre site located at 9450 Zachary Lane. Following development, the site will be 67 percent impervious with 7.77 acres of impervious surface, an increase of 7.68 acres from 0.09 existing acres of impervious surface. A complete project review application was received July 14, 2021.

To comply with the Commission's water quality treatment requirement, the site must provide ponding designed to NURP standards with dead storage volume equal to or greater than the volume of runoff from a 2.5" storm event, or BMPs providing a similar level of treatment - 85% TSS removal and 60% TP removal. Infiltrating 1.3-inches of runoff, for example, is considered sufficient to provide a similar level of treatment. If a sump is used the MnDOT Road Sand particle size distribution is acceptable for 80% capture.

The applicant proposes to meet water quality requirements by implementing a filtration basin on the eastern side of the site. The majority of runoff from the site will be routed to this onsite basin before discharging into an offsite regional basin. Two sump catch basin manholes are proposed prior to discharging to filtration basin. The filter media is proposed to be MPCA bioretention media mix D, with 2-5% organic matter. The basin contains a non-woven geotextile over a gravel blanket and an underdrain outlet pipe. Applicant meets Commission water quality treatment requirements.

Commission rules require site runoff is limited to predevelopment rates for the 2-, 10-, and 100-year storm events. The majority of runoff from the site will be routed to this onsite basin before discharging into an offsite regional basin. Any stormwater not directed this way will flow west into an existing ditch on the western boundary of the project site. The existing regional basin was also sized for a previous project containing more impervious area and runoff. The applicant meets Commission rate control requirements

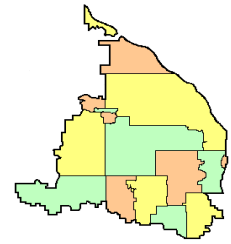
Commission rules require the site to infiltrate or filtrate 1.0 inch of runoff from new impervious area within 48 hours. The new impervious area on this site is 7.77 acres, requiring infiltration of 0.70 acre-feet within 48 hours. The applicant meets Commission volume control requirements by filtration.

The erosion control plan includes rock construction entrances, perimeter silt fence, inlet protection, rip rap at inlets, and native seed specified on the pond slopes. The erosion control plan meets Commission requirements.

The National Wetlands Inventory does not identify any wetlands or Public Waters on this site. The applicant meets Commission wetland and Public Waters requirements. There is no FEMA-regulated floodplain on this site. The applicant meets Commission floodplain requirements.

The site is located in a Drinking Water Management Area but is outside the Emergency Response Area. Groundwater must be at least three feet below the filtration basin bottom to ensure proper filtration of water. The applicant meets Commission drinking water protection requirements.

A public hearing on the project is not required, but the applicant has notified all parties within 300 feet of construction, meeting Commission public notice requirements.



A draft Operations & Maintenance (O&M) agreement between the applicant and the City of Maple Grove was provided.

Motion by Jaeger, second by Roach to advise the City of Maple Grove that Project 2021-011 is approved subject to provision of a complete O&M agreement between the applicant and the City of Maple Grove for all stormwater facilities on the project site. *Motion carried unanimously.*

**B. SC2021-007: Aeon Crest II, Brooklyn Center.\*** Construction of a new apartment building on a 3.25-acre site located at 6221 Shingle Creek Parkway. Following development, the site will be 69.2 percent impervious with 2.25 acres of impervious surface, an increase of 0.86 acres. A complete project review application was received on July 27, 2021.

To comply with the Commission's water quality treatment requirement, the site must provide ponding designed to NURP standards with dead storage volume equal to or greater than the volume of runoff from a 2.5" storm event, or BMPs providing a similar level of treatment - 85% TSS removal and 60% TP removal. Infiltrating 1.3-inches of runoff, for example, is considered sufficient to provide a similar level of treatment. If a sump is used the MnDOT Road Sand particle size distribution is acceptable for 80% capture. Runoff from the site is proposed to be routed to an underground stormwater storage system. The applicant meets Commission water quality treatment requirements.

Commission rules require the site to filtrate 1.0 inch of runoff from new impervious area within 48 hours. The new impervious area on this site is 0.86 acres, requiring filtration of 7531 cubic feet within 48 hours. The applicant proposes to route the water to an underground storage system that has the capacity to filtrate the required volume within 48 hours. The applicant meets Commission volume control requirements.

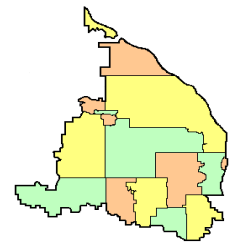
The erosion control plan includes a rock construction entrance, regularly planned street sweepings, perimeter silt fence/biolog, inlet protection, native seed, and erosion control mat. The erosion control plan meets Commission requirements.

The National Wetlands Inventory identifies one probable wetland in the northwest portion of the site. Shingle Creek Commission is LGU for WCA administration. Wetland buffers a minimum of 20 feet in width and averaging 30 feet in width are provided. The applicant meets Commission wetland requirements. According to the grading plan there is no proposed work that will affect the wetland.

The creek on the north side of the property is a Public Water Course. No work is proposed in this area. The applicant meets Commission Public Waters requirements.

There is FEMA 100-year floodplain on the eastern portion of this site. However, the low floor elevations of the building (849 feet) is at least two feet higher than the FEMA 100-year flood elevation of 842 feet and HUC 8 floodplain of 845. The plan set notes floodplain fill to be finalized in a subsequent plan set. The submitted grading plan shows approximately 1657 cubic yards of floodplain creation and 1275 cubic yards of floodplain fill, indicating the applicant has set aside adequate storage to allow for some minor changes to the grading plan. The applicant meets Commission floodplain requirements.

The site is located in a Drinking Water Management Area, but is outside the Emergency Response Area. Therefore, infiltration is permitted, but infiltrated water must first filter through 1 foot of soil, the top four inches of which are amended topsoil, and the bottom 8 inches of which are tilled. The applicant proposes to not infiltrate, but rather to treat water using an underground storage system.



A public hearing on the project was conducted on June 28, 2021, as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements.

A draft Operations & Maintenance (O&M) agreement between the applicant and the City of Brooklyn Center has not yet been provided.

Motion by Schoch, second by Orred to advise the City of Brooklyn Center that Project SC2021-007 is approved pending provision of a complete O&M agreement between the applicant and the City of Brooklyn Center for all stormwater facilities on the project site. *Motion carried unanimously.*

## VI. Watershed Management Plan.

**A. The August TAC meeting** preceded this meeting. Three topics were discussed by the group – a Ryan Lake update, the Schmidt Creek Feasibility Study, and the West Mississippi Partnership Cost Share Policy. The latter two will be considered by the full Commission later in this meeting. The next TAC meeting is scheduled for 11:30 a.m., prior to the Commissions' September 9, 2021, regular meeting.

**B.** Earlier this year the Commission amended the Third Generation Plan to add a project to the West Mississippi CIP - the **Partnership Cost Share project**.\* Similar to its counterpart in Shingle Creek, this is intended to be funded by an annual levy and be used to help fund voluntary Best Management Practices (BMPs) on private property.

The proposed Partnership Cost Share Policy is identical to Shingle Creek's except that it specifically states that Mississippi River streambank restoration projects that meet certain criteria are eligible. To participate, the streambank must have been evaluated using a specific condition assessment method, be experiencing moderate or worse erosion severity, and the improvement must result in a quantifiable sediment load reduction.

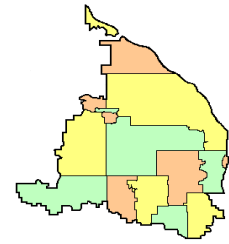
This eligibility relates to the South Metro Mississippi Turbidity TMDL. The TMDL requires a 50% sediment Load Allocation reduction from the contributing watershed. The Load Allocation is defined as "field, ravine, bluff, and stream bank erosion" and is analogous to internal loading from a lakebed or from a streambank. Riverbank stabilization that reduces annual sediment loading from ongoing erosion helps to make progress toward that goal.

The Technical Advisory Committee (TAC) reviewed this proposed policy at its meeting earlier today and recommended that it be approved by the Commission.

Motion by Roach, second by Collins to approve the Partnership Cost Share Program for inclusion on the West Mississippi Commission's annual CIP. *Motion carried unanimously.*

**C. 2021 Capital Improvement Program and Feasibility Studies.\*** The Commissioners have previously established maximum proposed levies for the 2021 Capital Improvement Program (CIP). The next step in the process is to receive and discuss feasibility studies for the proposed projects and call for a public hearing on those that the Commissioners desire to move forward. Tables 1 and 2 on the following page show the projects under consideration.

There are two capital projects on the Shingle Creek CIP for 2021. The Phase 2 SRP Channel Extension is a continuation of Phase 1, which will be constructed this fall funded by a Hennepin County grant and Closed Project Account funds. The Commission had previously received a feasibility study for that project. The second project is the Palmer Lake Estates Stream Restoration Project. Earlier today the Technical Advisory Committee reviewed a feasibility study proposing specific improvements to a channel



known informally as Schmidt Creek. This channel was formerly part of Upper Bass Creek, but now primarily conveys flow from Schmidt Lake to Bass Lake, so it has come to be called the Schmidt Creek Restoration Project. At the TAC meeting the members made a recommendation to the Shingle Creek Commission to proceed with this project.

Motion by Schoch, second by Orred to proceed with the Palmer Lake Estates/Schmidt Creek and Phase 2 SRP Channel Extension projects. *Motion carried unanimously.*

**Table 1 – Shingle Creek 2021 CIP Projects (2022 levy).**

Project	Total Est Cost	City/ Private	Grant	Comm Share	Total Levy
Cost share (city projects)	\$200,000	\$100,000	0	\$100,000	\$106,050
Partnership cost share (private projects)	50,000	0	0	50,000	\$53,025
Palmer Lake Estates (Schmidt Creek) Stream Restoration	600,000	0	0	600,000	636,300
Phase 2 SRP Channel Extension	125,000	0	0	125,000	132,565
<b>Subtotal</b>	<b>\$975,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$875,000</b>	
<b>5% additional for legal/admin costs</b>				<b>43,750</b>	
<b>Subtotal</b>				<b>918,750</b>	
<b>TOTAL LEVY (101% for uncollectable)</b>				<b>\$927,940</b>	<b>\$927,940</b>

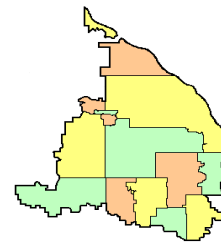
**Table 2 – West Mississippi 2021 CIP Projects (2022 levy).**

Project	Total Est Cost	City/ Private	Grant	Comm Share	Total Levy
Cost share (city projects)	\$100,000	\$50,000	0	\$50,000	\$53,025
Partnership Cost Share (private projects)	100,000	0	0	100,000	106,050
<b>Subtotal</b>	<b>\$200,000</b>	<b>\$50,000</b>	<b>\$ 0</b>	<b>\$150,000</b>	
<b>5% additional for legal/admin costs</b>				<b>7,500</b>	
<b>Subtotal</b>				<b>157,500</b>	
<b>TOTAL LEVY (101% for uncollectable)</b>				<b>\$159,075</b>	<b>\$159,075</b>

**1. Cost Share Fund (City Projects).** This annual project provides cost sharing to retrofit smaller BMPs on city property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commissions on which projects should be funded. The annual levy is \$100,000, to be matched at least one-to-one by a member city or cities. Applications are open until funds are depleted. Potential cost-share projects for 2022 will be solicited in November-December 2021, but the program is open until all funds have been used.

**2. Partnership Cost Share Fund (Private Projects).** This annual project provides cost sharing to retrofit smaller BMPs on private property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commissions on which projects





should be funded. The annual levy is \$50,000, and funding does not require a match. Potential cost-share projects are open year-round until the funds are depleted.

**3. Palmer Lake Estates Stream Restoration.** Included in the meeting packet was the August 6, 2021 **Schmidt and Ives Creek Feasibility Study.\*** This project will restore 1250 feet of streambank to improve water quality entering Bass Lake, remove 28 pounds of phosphorus annually, and correct erosion issues currently threatening public infrastructure and private structures.

**4. Phase 2 SRP Channel Extension.** This is the second phase of a project under construction in 2021. An additional 400 feet of the channel downstream of the 639W wetland overflow weir will be lined with iron-enhanced sand to provide treatment for soluble reactive phosphorous (SRP) that discharges from the wetland under some conditions.

Motion by Schoch, second by Jaeger to proceed to Public Hearing for the Shingle Creek CIP as proposed. *Motion carried unanimously.*

There are no capital projects on the West Mississippi CIP for 2021.

**5. Commission Fund for Retrofit Cost Share (City Projects).** This annual project provides cost sharing to retrofit smaller BMPs on city property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commissions on which projects should be funded. The annual levy is \$50,000, to be matched at least one-to-one by a member city or cities. Applications are open until funds are depleted. Potential cost-share projects for 2022 will be solicited in November-December 2021, but the program is open until all funds have been used.

**6. Partnership Cost Share Fund (Private Projects).** New in 2021, this annual project provides cost sharing to retrofit smaller BMPs on private property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commissions on which projects should be funded. The annual levy is \$50,000, and funding does not require a match. Potential cost-share projects are open year-round until the funds are depleted.

Motion by Roach, second by Collins to proceed to Public Hearing for the West Mississippi CIP as proposed. *Motion carried unanimously.*

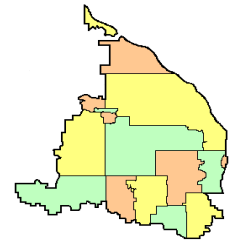
The Public Hearing will be conducted during the Commissions' September 9, 2021, regular meetings. At that time the Commissions will formally order the projects, certify levies to Hennepin County, and authorize the execution of cooperative agreements with the lead cities to contract the ordered projects.

#### **D. Fourth Generation Watershed Management Plan.**

In a letter dated July 23, 2021, the Commissioners advised the various planning partners of their intention to begin the process of updating the Plan and requesting the partners' input as it pertains to local water management goals and priorities. This information will be used to guide the Commissions' planning process and align their efforts with those of their local partners. To date, no responses have been received. The date of the **kickoff meeting** is September 9, 2021, concurrent with the Commissions' regular meetings. *Motion carried unanimously.*

#### **VII. Water Quality.**

**2021 Ryan Lake Subwatershed Assessment.\*** Shoemaker reviewed the previous study results and recommendations and updated the Commission on work completed since finalizing the study. Stantec recently met with Minnesota DNR staff to better understand potential floodplain impacts and permitting.



Following DNR guidance, Stantec has since updated the HUC8 floodplain study to reflect the permitted discharge from Crystal Lake to Ryan Lake and is now working with the cities of Crystal and Robbinsdale to document a “no-rise” floodplain condition.

### VIII. Grant Opportunities.

At last month’s meeting, the Commission authorized Staff to prepare an application for the **Schmidt Creek Restoration Project\*** (aka, Palmer Lake Estates Stream Restoration Project). A rough draft of the Board of Water and Soil Resources (BWSR) Clean Water Fund grant application\* is included in the meeting packet. The application is due August 17, 2021.

The City of Plymouth engaged Wenck/Stantec to prepare a Feasibility Study for this project. Work is still under way but has progressed far enough that Staff have a better understanding of the most effective stream restoration practices. The City also requested Staff to look for opportunities to include other types of BMPs. Because of site constraints, opportunities are limited, but Staff are continuing to explore.

The estimated cost of this project was originally \$450,000 but was increased to \$600,000 in the event more BMPs could be accommodated. The preliminary estimate, assuming just the stream work, will likely be in the \$300,000 range. Staff will be working with the City to refine this estimate. Last month the Commission set the maximum levy for this project at \$600,000. If the final cost estimate is still significantly lower, Commissioners can choose to reduce the levy at the time of the public hearing in September.

Motion by Orred, second by Roach to submit the application for the Schmidt Creek Restoration Project. *Motion carried unanimously.*

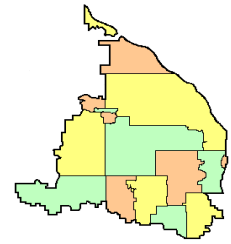
### IX. Education and Public Outreach.

The West Metro Water Alliance (WMWA) met on August 9, 2021, with two primary topics of discussion: final edits to the revised Education and Outreach Plan and education and outreach items in the new NPDES General Permit.

**A. Education and Outreach Plan.\*** WMWA adopted its first Education and Outreach Plan in 2010 and updated it in 2015. Each revision reflected the changing scope and focus of WMWA as it matured and as cities’ needs changed. In the meeting packet is the proposed revised Education and Outreach Plan that now focuses on four key activities for WMWA: (1) facilitating sharing of information and materials; (2) developing and disseminating coordinated messaging; (3) actively providing education and outreach via Watershed PREP; and (4) searching and attempting to acquire alternate sources of funding to supplement Commission contributions.

The following is an overview of the major revisions in the proposed 2021 Plan:

1. Added an equity statement affirming the group’s commitment to environmental justice for all and outreach to historically underrepresented groups.
2. Revised the general educational goals for non-single family property owners and managers to focus solely on providing information and guidance on appropriate BMPs.
3. Removed educational goals for developers as cities were seen as being the most appropriate points of contact with these stakeholders.
4. Removed educational goals for training city staff, as those are the responsibility of the cities.



5. Removed educational goals for agricultural property owners and operators as Hennepin County staff have taken on that role acting as the county Soil and Water Conservation District.
6. Added a key educational goal for all the stakeholders to “understand the relationship between climate and water quality and water quantity.”
7. Revised the plan to replace references to the Hennepin County website with the WMWA website.
8. Eliminated Measuring and Monitoring Public Awareness as a major task. One of WMWA’s first activities was sponsoring a professional opinion poll in the four watersheds regarding knowledge and behaviors. WMWA does not expect to repeat that poll due to cost but will build measuring and evaluating into individual activities.
9. Strengthened the Communication and Information Sharing activity to incorporate the website and social media.
10. Eliminate the Develop and Coordinate Regional or Countywide Activities task. Early on, WMWA had sponsored a series of workshops for broader participation but found it to be an inefficient use of time and resources. The group will focus on spreading information about existing activities sponsored by other groups.

*Motion by Schoch, second by Orred to adopt the plan as revised. Motion carried unanimously.*

*Motion by Roach, second by Collins to adopt the plan as revised. Motion carried unanimously.*

#### **B. NPDES General Permit.**

Each of the four WMOs has authorized \$1,000 of their WMWA special projects budget to be allocated to updating and printing materials specifically to meet the education and outreach requirements of the new NPDES General Permit. The WMWA steering committee discussed general messaging and small groups will take on rewriting certain brochures/flyers. Once the group agrees on text a graphic designer will update the design with a common theme. Written materials to be updated include:

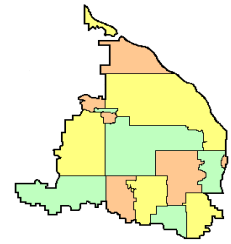
1. Commercial Snow and Ice Brochure
2. Residential Snow and Ice Brochure
3. Salt Envelope Stuffer
4. Pet Waste and Water Pollution Flier (Eden Prairie)
5. Water Softeners and the Environment (not on WMWA website, from the City of Eden Prairie)

**C.** WMWA is seeking to **hire an educator** and to begin preparing for in-person Watershed PREP classes in the fall.

**D.** The **next WMWA meeting** is scheduled for 8:30 a.m., Tuesday, September 14, 2021. Virtual or in-person format will be determined at the time the meeting packet is uploaded to the website.

#### **X. Communications.**

- A. July Communications Log.\*** No items required action.



**B. Return to In-Person Meetings.** A presiding officer statement\* to return to in-person meetings was included in the meeting packet. The members continue to discuss the feasibility of meeting in-person in light of the Delta variant. The September meeting will be at the Chairman's call.

**C.** The City of Plymouth is seeking public comments regarding the reissuance of its Small Municipal Separate Storm Sewer Systems **(MS4) General Permit.**\* Comments are due by end of day, Friday, August 20.

**XI. Other Business.**

**XII. Adjournment.** There being no further business before the Commissions, the joint meeting was adjourned at 1:50 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Judie A. Anderson".

Judie A. Anderson,  
Recording Secretary  
JAA:tim

Z:\Shingle Creek\Meetings\Meetings 2021\August 12 2021 minutes.docx



**To:** Shingle Creek/West Mississippi WMO Commissioners

**From:** Ed Matthiesen, P.E.  
Diane Spector

**Date:** September 3, 2021

**Subject:** Public Hearing 2021 Capital Projects  
Project 2021-01 Shingle Creek City Cost Share BMPs  
Project 2021-02 Shingle Creek Partnership Cost Share  
Project 2021-03 Palmer Lake Estates Creek Restoration  
Project 2021-04 Phase 2 SRP Channel Extension  
Project 2021-05 West Mississippi Cost Share BMPs  
Project 2021-06 West Mississippi Partnership Cost Share

**Recommended  
Commission Action**

Conduct the public hearing. Adopt resolutions ordering TAC/staff-recommended projects and certifying levies.

The purpose of the public hearing is to present the proposed projects financing and to take comment from the member cities and the public. The recommended order of business is as follows:

1. Staff report on projects and proposed financing
2. Commissioner discussion
3. Each Commission should open a public hearing, which can run concurrently
4. Take comments from member cities
5. Take comments from the public
6. Close the public hearings
7. Commissioner discussion
8. The Shingle Creek Commission should consider the following resolution (a 2/3 majority is required):

A RESOLUTION ORDERING 2021 IMPROVEMENTS,  
DESIGNATING MEMBER RESPONSIBLE FOR  
CONSTRUCTION, MAKING FINDINGS AND CERTIFYING  
COSTS TO HENNEPIN COUNTY PURSUANT TO MINNESOTA  
STATUTES, SECTION 103B.251

9. The West Mississippi Commission should consider the following resolution (a 2/3 majority is required):

A RESOLUTION ORDERING 2021 IMPROVEMENTS,  
DESIGNATING MEMBER RESPONSIBLE FOR  
CONSTRUCTION, MAKING FINDINGS AND CERTIFYING  
COSTS TO HENNEPIN COUNTY PURSUANT TO MINNESOTA  
STATUTES, SECTION 103B.251

10. Continue with regular meetings

**Table 1. Shingle Creek 2021 CIP Projects (2022 levy).**

Project	Total Estimated	City/Private	Grant	Commission Share
Cost share (city projects)	\$200,000	\$100,000	0	\$100,000
Partnership cost share (private projects)	50,000	0	0	50,000
Palmer Lake Estates Stream Restoration	600,000	0	0	600,000
Phase 2 SRP Channel Extension	125,000	0	0	125,000
<b>Subtotal</b>	<b>\$975,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$875,000</b>
<b>5% additional for legal/admin costs</b>				<b>43,750</b>
<b>Subtotal</b>				<b>918,750</b>
<b>TOTAL LEVY (101% for uncollectable)</b>				<b>\$927,940</b>

**Table 1b. Levy by project.**

Project	Total Levy
Cost share (city projects)	\$106,050
Partnership cost share (private projects)	\$53,025
Palmer Lake Estates Stream Restoration	636,300
Phase 2 SRP Channel Extension	132,565
<b>Total</b>	<b>\$927,940</b>

**Table 2. West Mississippi 2021 CIP Projects (2022 levy).**

Project	Total Estimated	City/Private	Grant	Commission Share
Cost share (city projects)	\$100,000	\$50,000	0	\$50,000
Partnership Cost Share	100,000	0	0	100,000
<b>Subtotal</b>	<b>\$150,000</b>	<b>\$50,000</b>	<b>\$ 0</b>	<b>\$150,000</b>
<b>5% additional for legal/admin costs</b>				<b>7,500</b>
<b>Subtotal</b>				<b>157,500</b>
<b>TOTAL LEVY (101% for uncollectable)</b>				<b>\$159,075</b>

**Table 2b. Levy by project.**

Project	Total Levy
Cost share (city projects)	\$53,025
Partnership Cost Share	106,050
<b>Total</b>	<b>\$159,075</b>

### Shingle Creek Projects

*Cost Share Fund (City Projects).* This annual project provides cost sharing to retrofit smaller BMPs on city property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commissions on which projects should be funded. The proposed levy is \$100,000, to be matched at least one-to-one by a member city or cities. Applications are open until funds are depleted. Potential cost-share projects for 2022 will be solicited in November-December 2021, but the program is open until all funds have been used.

*Partnership Cost Share Fund (Private Projects).* This annual project provides cost sharing to retrofit smaller BMPs on private property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commissions on which projects should be funded. The proposed levy is \$50,000, and funding does not require a match. Potential cost-share projects are open year-round until the funds are depleted.

*Palmer Lake Estates Stream Restoration.* This project will restore 1250 feet of streambank to improve water quality entering Bass Lake and install in-line treatment devices upstream of the channel in storm sewer on Larch Lane, remove 28 pounds of phosphorus annually, and correct erosion issues currently threatening public infrastructure and private structures.

*Phase 2 SRP Channel Extension.* This is the second phase of a project under construction in 2021. An additional 400 feet of the channel downstream of the 639W wetland overflow weir will be lined with iron-enhanced sand to provide treatment for soluble reactive phosphorous (SRP) that discharges from the wetland under some conditions.

### **West Mississippi Projects**

*Commission Fund for Retrofit Cost Share (City Projects).* This annual project provides cost sharing to retrofit smaller BMPs on city property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commissions on which projects should be funded. The proposed levy is \$50,000, to be matched at least one-to-one by a member city or cities. Applications are open until funds are depleted. Potential cost-share projects for 2022 will be solicited in November-December 2021, but the program is open until all funds have been used.

*Partnership Cost Share Fund (Private Projects).* New in 2021, this annual project provides cost sharing to retrofit smaller BMPs on private property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commissions on which projects should be funded. The proposed levy is \$100,000, and funding does not require a match. Potential cost-share projects are open year-round until the funds are depleted.

### **Staff Recommendation**

The Technical Advisory Committee (TAC) has recommended that the Commission proceed with all projects. The County Board has approved both maximum levies. Take public comment on the proposed projects. Approve resolutions ordering the projects and certifying the levies.

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**SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION  
RESOLUTION NO. 2021-003**

**ORDERING 2021 IMPROVEMENTS, DESIGNATING MEMBER  
RESPONSIBLE FOR CONSTRUCTION, MAKING FINDINGS,  
AND CERTIFYING COSTS TO HENNEPIN COUNTY PURSUANT  
TO MINNESOTA STATUTES, SECTION 103B.251**

WHEREAS, on April 11, 2013, the Shingle Creek Watershed Management Commission adopted its *Shingle Creek and West Mississippi Third Generation Watershed Management Plan*, which includes a Capital Improvement Program (CIP) that has subsequently been amended seven times to modify the CIP; and

WHEREAS, the *Third Generation Watershed Management Plan* specified a county tax levy under Minn. Stat. § 103B.251 as the source of the Commission's share of funding for capital projects proposed in the Commission's CIP; and

WHEREAS, the CIP includes annual allocations for Shingle Creek Cost Share BMPs, hereby known as "Project 2021-01," and Shingle Creek Partnership BMPs, hereby known as "Project 2021-02," and specified a county tax levy under Minn. Stat. § 103B.251 as the source of the Commission's share of funding; and

WHEREAS, the Commission has received Feasibility Studies for projects designated "Project 2021-03 Palmer Lake Estates Stream Restoration" "and "Project 2021-04 Phase 2 SRP Channel Extension;" and

WHEREAS, on September 9, 2021, following published and mailed notice in accordance with the Commission's Joint Powers Agreement and Minn. Stat. § 103B.251, the Commission conducted a public hearing on the projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Shingle Creek Watershed Management Commission as follows:

1. The 2021 Projects will be conducive to the public health and promote the general welfare and are in compliance with Minn. Stat. § 103B.205 to 103B.255 (the "Act") and with the Commission's management plan as adopted and amended in accordance with the Act.
2. The cost of the projects is estimated to be:

<b>Project</b>	<b>Total Estimated</b>	<b>City/ Private</b>	<b>Commission Share</b>	<b>Total Levy</b>
Cost share (city projects)	\$200,000	\$100,000	\$100,000	\$106,050
Partnership Cost Share (private projects)	100,000	0	50,000	53,025
Palmer Lake Estates Stream Restoration	600,000	0	600,000	636,300
Phase 2 SRP Channel Extension	125,000	0	125,000	132,565
<b>Subtotal</b>	\$975,000	\$100,000	<b>\$875,000</b>	
<b>5% additional for legal/admin costs</b>			<b>43,750</b>	
<b>Subtotal</b>			<b>918,750</b>	
<b>TOTAL LEVY (101% for uncollectable)</b>			<b>\$927,940</b>	<b>\$927,940</b>

3. The Commission receives, accepts and approves the feasibility report for Project 2021-03, Palmer Lake Estates Stream Restoration prepared by Wenck/Stantec, which project is hereby



- ordered. The Project is described generally as streambank restoration and BVMP installation to improve water quality in Bass Lake in the City of Plymouth.
4. Up to \$600,000 of the cost of Project 2021-03 will be paid by the Commission from proceeds received from Hennepin County pursuant to Minn. Stat. § 103B.251. In addition, costs may be paid from grant funds awarded to the Commission, but no costs will be charged to members of the Commission.
  5. The City of Plymouth is designated as the member responsible for contracting for the construction of Project 2021-03, and the engineer designated for preparation of plans and specifications is the Plymouth City Engineer, or other substitute engineers selected and retained by the City of Plymouth. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Plymouth. A Cooperative Agreement for Project 2021-03 between the Commission and the City of Plymouth is approved, and the Chair and Administrator are authorized and directed to execute the agreement.
  6. The Commission receives, accepts and approves the feasibility report for Project 2021-04, Phase 2 SRP Channel Extension from the City of Crystal, which project is hereby ordered. The Project is described generally as the lining of about 400 feet of channel downstream of the 639W wetland overflow weir with iron-enhanced sand to provide treatment for soluble reactive phosphorous (SRP).
  7. Up to \$125,000 of the cost of Project 2021-04 will be paid by the Commission from proceeds received from Hennepin County pursuant to Minn. Stat. § 103B.251. In addition, costs may be paid from grant funds awarded to the Commission, but no costs will be charged to members of the Commission.
  8. The City of Crystal is designated as the member responsible for contracting for the construction of Project 2021-04, and the engineer designated for preparation of plans and specifications is the Crystal City Engineer, or other substitute persons selected and retained by the City of Crystal. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Crystal. A Cooperative Agreement for Project 2021-04 between the Commission and the City of Crystal is approved, and the Chair and Administrator are authorized and directed to execute the agreement.
  9. On July 11, 2014 the Commission adopted Guidelines and procedures governing the use of the Commission City Cost Share BMPs Program. The Shingle Creek Watershed Management Commission will complete Project 2021-01 in accordance with those Guidelines.
  10. On December 10, 2015 the Commission adopted Guidelines and procedures governing the use of the Commission Partnership Cost Share BMPs Program. The Shingle Creek Watershed Management Commission will complete Project 2021-02 in accordance with those Guidelines.
  11. The Commission's \$927,940 share of the cost of the 2021 Projects including administrative costs is hereby certified to Hennepin County in accordance with Minn. Stat. § 103B.251 for payment by the County in accordance with Minn. Stat. § 103B.251, Subd. 6 and the Commission's joint powers agreement. The Commission understands that the County may pay such costs with taxes levied in 2021 and paid in 2022. The Administrator is directed to transmit a certified copy of this resolution to Hennepin County prior to October 1, 2021.

Adopted by the Commissioners of the Shingle Creek Watershed Management Commission the ninth day of September 2021.

\_\_\_\_\_  
R.A. Polzin, Chair

ATTEST:

\_\_\_\_\_  
Judie Anderson, Administrator

**State of Minnesota**

**Hennepin County**

I, Judie Anderson, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the Board of Commissioners of said Shingle Creek Watershed Management Commission, that I have compared the above resolution with the original passed and adopted by the Board of Commissioners at a meeting thereof held on the ninth day of September, 2021, at 12:45 pm., that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

**In witness whereof**, I have hereunto placed my hand and signature this ninth day of September 2021.

Print name: Judie Anderson Title: Administrator

Authorized signature: \_\_\_\_\_ Date: \_\_\_\_\_

(NO SEAL)

**WEST MISSISSIPPI WATERSHED MANAGEMENT COMMISSION**

**RESOLUTION NO. 2021-03**

**ORDERING 2021 IMPROVEMENTS, MAKING FINDINGS,  
DESIGNATING MEMBER RESPONSIBLE FOR CONSTRUCTION,  
AND CERTIFYING COSTS TO HENNEPIN COUNTY  
PURSUANT TO MINNESOTA STATUTES, SECTION 103B.251**

WHEREAS, on April 11, 2013, the West Mississippi Watershed Management Commission adopted its *Shingle Creek and West Mississippi Third Generation Watershed Management Plan*, which includes a Capital Improvement Program (CIP) that has subsequently been amended seven times to modify the CIP; and

WHEREAS, the *Third Generation Watershed Management Plan* specified a county tax levy under Minn. Stat. § 103B.251 as the source of the Commission's share of funding for capital projects proposed in the Commission's CIP; and

WHEREAS, the CIP includes an annual allocation for West Mississippi Cost Share BMPs, hereby known as "Project 2021-05," and West Mississippi Partnership Cost Share, hereby known as "Project 2021-06," and specified a county tax levy under Minn. Stat. § 103B.251 as the source of the Commission's share of funding; and

WHEREAS, on September 9, 2021, following published and mailed notice in accordance with the Commission's Joint Powers Agreement and Minn. Stat. § 103B.251, the Commission conducted a public hearing on the projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the West Mississippi Watershed Management Commission as follows:

1. The 2021 Projects will be conducive to the public health and promote the general welfare and are in compliance with Minn. Stat. § 103B.205 to 103B.255 (the "Act") and with the Commission's surface water management plan as adopted and amended in accordance with the Act.
2. The cost of the projects is estimated to be:

<b>Project</b>	<b>Total Estimated</b>	<b>City/ Private</b>	<b>Commission Share</b>	<b>Total Levy</b>
Cost Share (city projects)	\$100,000	\$50,000	\$50,000	\$53,025
Partnership Cost Share (private projects)	100,000		100,000	106,050
<b>Subtotal</b>	<b>\$200,000</b>	<b>\$50,000</b>	<b>\$150,000</b>	
<b>5% additional for legal/admin costs</b>			<b>7,500</b>	
<b>Subtotal</b>			<b>157,500</b>	
<b>TOTAL LEVY (101% for uncollectable)</b>			<b>\$159,075</b>	<b>\$159,075</b>

3. On July 11, 2014 the Commission adopted Guidelines and procedures governing the use of the Commission Fund for Retrofit Projects. The West Mississippi Watershed Management Commission will complete Project 2021-05 in accordance with those Guidelines.
4. On April 8, 2021 the Commission adopted Guidelines and procedures governing the use of the Commission Partnership Cost Share (private projects). The West Mississippi Watershed Management Commission will complete Project 2021-06 in accordance with those Guidelines.
5. The Commission's \$159,075 share of the cost of the 2020 Projects including administrative costs is hereby certified to Hennepin County Hennepin County in accordance with Minn. Stat. § 103B.251 for payment by the County in accordance with Minn. Stat. § 103B.251, Subd. 6 and the Commission's joint powers agreement. The Commission understands that the County may pay such costs with taxes levied in 2021 and paid in 2022. The Administrator is directed to transmit a certified copy of this resolution to Hennepin County prior to October 1, 2021.

Adopted by the Commissioners of the West Mississippi Watershed Management Commission the ninth day of September, 2021.

\_\_\_\_\_  
Gerald Butcher, Chair

ATTEST:

\_\_\_\_\_  
Judie Anderson, Administrator

**State of Minnesota**

**Hennepin County**

I, Judie Anderson, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the Board of Commissioners of said Shingle Creek Watershed Management Commission, that I have compared the above resolution with the original passed and adopted by the Board of Commissioners at a meeting thereof held on the ninth day of September, 2021, at 12:45 pm., that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

**In witness whereof**, I have hereunto placed my hand and signature this ninth day of September, 2021.

Print name: Judie Anderson Title: Administrator

Authorized signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(NO SEAL)



**To:** Shingle Creek/West Mississippi WMO Commissioners

**From:** Ed Matthiesen, P.E.  
Diane Spector

**Date:** September 3, 2021

**Subject:** Fourth Generation Plan Kickoff Meeting

**Recommended  
Commission Action**

Receive input from review agencies and others. Review and discuss.

Minnesota Rules 8410, which governs Metropolitan Water Management, sets forth the process for undertaking a Metro watershed management plan update and also specifies generally the minimum content of those plans. The process begins with the notification of interested planning parties and a request for information held by that party regarding water management in the watershed as well as input into priorities that should be considered during the planning process. At your July 2021 meeting you authorized that notification, and of this writing we have received input from three interested parties: the Metropolitan Council, and the cities of Champlin and Brooklyn Park. We do expect more submittals prior to the September 9 meeting.

We have attached those submittals to this memo for your information. We also do expect some agency representatives to attend the September 9 meeting to provide feedback and further input. At the September 9 meeting after hearing from the agencies submitting input, we will briefly provide an overview of the components of the plan and start the self-assessment process by reviewing the Commissions' success in achieving their third-generation plan priorities (see also attached):

1. Work aggressively toward achieving TMDL lake and stream goals.
2. Revise the Rules and Standards to achieve more load and runoff volume reduction.
3. Expand the public education and outreach program to reach more stakeholders.
4. Retrofit BMPs in developed areas in the most cost-effective way.
5. Develop a whole-watershed sustainable water budget.

Table 1 shows the expected sequence of activities to be undertaken over the next year and a half. The actual plan development process will take about a year, with the final 6-9 months being the informal and formal review and approval process. We have slotted in three Citizens Advisory Committee (CAC) meetings and topics. As we discussed previously, the Commissions will ask each city to designate an existing citizen advisory commission to serve as their CAC and ask a city representative and the commissioner to meet three times with their designated CAC to facilitate discussion and obtain citizen input. We will provide you with meeting materials and discussion guides.

We also previously discussed as part of this plan update adding some interactive maps to the Commission's website. After further internal discussion, we recommend an ArcGIS Online StoryMap as a fun interactive way to present information. Some examples below show the wide array of options for presenting information to the public. At a minimum, we suggest the Commissions consider a point and click mapbook that shows current lake and stream water quality and trends, locations of past major projects, and future strategies for each water body.

- [Sand Creek Watershed Story Map | Scott County, MN \(scottcountymn.gov\)](#) (Scott County)
- [Nine Mile Creek Watershed District \(arcgis.com\)](#) (Nine Mile Creek WD)
- [Improving Como Lake: A Story Map \(arcgis.com\)](#) (Capitol Region WD)
- [Stormwater A-Go-Go \(arcgis.com\)](#) (City of Maple Grove)



Shingle Creek and West Mississippi Watershed Management Commissions  
Third Generation Watershed Management Plans  
Priorities, Goals, and Actions

*Priorities:*

1. Work aggressively toward achieving TMDL lake and stream goals.
2. Revise the Rules and Standards to achieve more load and runoff volume reduction.
3. Expand the public education and outreach program to reach more stakeholders.
4. Retrofit BMPs in developed areas in the most cost-effective way.
5. Develop a whole-watershed sustainable water budget.

*Goals:*

Goal Area A. Water Quantity

- Goal A. 1. Maintain the existing 100-year flood profile throughout the watersheds.
- Goal A. 2. Determine ecological low flows for Shingle and Bass Creeks.

Goal Area B. Water Quality

- Goal B. 1. As lake water quality improves and lakes are removed from the State's Impaired Waters list, implement management strategies to protect lake water quality. It is anticipated that Schmidt, Lower Twin, and Ryan Lakes will be removed in 2014.
- Goal B. 2. Implement phosphorus and sediment load reduction actions sufficient to achieve de-listing from the Impaired Waters list for Bass, Eagle, Crystal, and Middle Twin Lakes.
- Goal B. 3. Improve water clarity in the balance of the lakes by 10% over the average of the previous ten years.
- Goal B. 4. Improve at least 30% of the length of Shingle Creek to meet Corridor Study and TMDL design standards.
- Goal B. 5. Maintain nondegradation of all waterbodies compared to 1985 conditions.

Goal Area C. Groundwater

- Goal C. 1. Infiltrate stormwater runoff from new impervious surface.
- Goal C. 2. Identify opportunities for and implement projects to infiltrate runoff from existing impervious surface.
- Goal C. 3. Work with the appropriate state agencies to incorporate groundwater assessment into the sustainable water budget analysis for each watershed.

Goal Area D. Wetlands

- Goal D. 1. Maintain the existing functions and values of wetlands identified in the Commissions' Water Quality Plan as high-priority.
- Goal D. 2. Informed by the sustainable water budget study, improve functions and values of wetlands.

Goal Area E. Drainage Systems

- Goal F. 1. Continue current Hennepin County jurisdiction over County Ditch #13.

Shingle Creek and West Mississippi Watershed Management Commissions  
Third Generation Watershed Management Plans  
Priorities, Goals, and Actions

Goal Area F. Commission Operations and Programming

- Goal F. 2. Identify and operate within a sustainable funding level that is affordable to member cities.
- Goal F. 3. Foster implementation of TMDL and other implementation projects by sharing in their cost and proactively seeking grant funds.
- Goal F. 4. Operate a public education and outreach program that meets the NPDES Phase II education requirements for the member cities.
- Goal F. 5. Operate a monitoring program sufficient to characterize water quantity, water quality, and biotic integrity in the watersheds and to evaluate progress toward meeting TMDL goals.
- Goal F. 6. Maintain rules and standards for development and redevelopment that are consistent with local and regional TMDLs, federal guidelines, source water and wellhead protection requirements, sustainable water yields, nondegradation, and ecosystem management goals.
- Goal F. 7. Serve as a technical resource for member cities.



August 18, 2021

Judie Anderson  
Shingle Creek and West Mississippi Watershed Management Commission  
3235 Fernbrook Lane  
Plymouth, MN 55447

RE: Information request and issue prioritization for Shingle Creek and West Mississippi Watershed Management Commission's 2021 Watershed Management Plan update

Dear Ms. Anderson:

I am providing information as requested for the preparation of the Shingle Creek and West Mississippi Creek Watershed Management Commission's (SCWMWMC) Watershed Management Plan update.

The direction and policy that follows comes from the Council's *Thrive MSP 2040* Regional Development Framework and the *2040 Water Resources Policy Plan*, both of which can be found on the Council's web page ([www.metrocouncil.org](http://www.metrocouncil.org)).

In particular, the *2040 Water Resources Policy Plan* (Policy Plan) includes policies and strategies to achieve the following goal:

*To protect, conserve, and utilize the region's groundwater and surface water in ways that protect public health, support economic growth and development, maintain habitat and ecosystem health, and provide for recreational opportunities, which are essential to our region's quality of life.*

The Policy Plan takes an integrated approach to water supply, water quality, and wastewater issues. This approach moves beyond managing wastewater and stormwater only to meet regulatory requirements by viewing wastewater and stormwater as resources, with the goal of protecting the quantity and quality of water our region needs now and for future generations.

The Policy Plan includes policies and strategies to:

- Maximize regional benefits from regional investments in the areas of wastewater, water supply and surface water management and protection.
- Pursue reuse of wastewater and stormwater to offset demands on groundwater supplies.
- Promote greater collaboration, financial support, and technical support in working with partners to address wastewater, water quality, water quantity and water supply issues.
- Promote the concept of sustainable water resources through collaboration and cooperation, with the region

taking steps to manage its water resources in a sustainable way with goals of:

- ✓ Providing an adequate water supply for the region,
- ✓ Promoting and implementing best management practices aimed at protecting the quality and quantity of our resources,
- ✓ Providing efficient and cost-effective wastewater services to the region,
- ✓ Efficiently addressing nonpoint and point sources pollution issues and solutions, and,
- ✓ Assessment and monitoring of lakes, rivers, and streams to direct adequate management, protection, and restoration of the region's valued water resources.

The updated watershed management plan should include policies related to the protection of area water resources with these strategies in mind, with the end goal of water sustainability.

In addition to being consistent with the Council's policy plan, the Plan also should include quantifiable and measurable goals and policies that address water quantity, water quality, recreation, fish and wildlife, enhancement of public participation, groundwater, wetlands, and erosion issues.

Council staff will be looking for the Plan to address the issues and problems in the watershed and to include projects or actions and funding to address them. At a minimum the Plan should address:

1. Any problems with lake and stream water quality and quantity including information on impaired waters in the watershed and the Commission's role in addressing the impairments,
2. Flooding issues in the watershed,
3. Storm water rate control issues in the watershed,
4. Impacts of water management on the recreation opportunities,
5. Impact of soil erosion problems on water quantity and quality,
6. The general impact of land use practices on water quantity and quality,
7. Policies and strategies related to monitoring of area water resources,
8. Policies and strategies related to use of best management practices,
9. Issues concerning the interaction of surface water and groundwater in the watershed,
10. Erosion and sediment control standards and requirements,
11. Volume reduction goals at least as restrictive as requirements in the NPDES construction general permit, and,
12. Capital improvement plan with itemized list of actions, estimated costs, and timeline.
13. Specifics on long-term maintenance of projects identified in the capital improvement plan, including identification of entities responsible for funding, and conducting maintenance, as well as how long-term maintenance will be documented.

The Plan should also include a review of the current plan and an assessment of the degree to which the goals in that plan were met.

The Council also has some historic monitoring data on Crystal Lake, Twin Lake(s), Meadow Lake, Ryan Lake, Magda Lake, Bass Lake, Pomerleau Lake, Schmidt Lake, Eagle Lake, Pike Lake, Cedar Island Lake, and Success Lake. Eagle Lake and Pike Lake are on the Council's Priority Lakes List for their recreational value. More detail on the criteria used for inclusion on the list can be found in the 2040 Water

Resources Policy Plan, which can be found on the Council's web page (<http://www.metrocouncil.org/Wastewater-Water/Planning/2040-Water-Resources-Policy-Plan.aspx>). Please contact Jen Keville ([Jennifer.Keville@metc.state.mn.us](mailto:Jennifer.Keville@metc.state.mn.us)) to request lake data.

Please feel free to me call at 612-913-8864 with questions about the comments above or for any assistance during the plan preparation.

Sincerely,

Joe Mulcahy  
Environmental Analyst  
Metropolitan Council – Environmental Services  
[joe.mulcahy@metc.state.mn.us](mailto:joe.mulcahy@metc.state.mn.us)

**From:** Heather Nelson <hnelson@ci.champlin.mn.us>  
**Sent:** Friday, August 27, 2021 10:00 AM  
**To:** Judie Anderson <Judie@jass.biz>  
**Subject:** RE: WE NEED YOU!

Judie,

Below are the documents you're requesting for the 4<sup>th</sup> generation plan kickoff for the City of Champlin.

Local Surface Water Management Plan [https://ci.champlin.mn.us/wp-content/uploads/2020/12/Final-Champlin-SWMP\\_June\\_2019.pdf](https://ci.champlin.mn.us/wp-content/uploads/2020/12/Final-Champlin-SWMP_June_2019.pdf)

Mississippi River Corridor Critical Area Plan [https://ci.champlin.mn.us/wp-content/uploads/2021/01/ATTACHMENT-B\\_MRCCA-Plan.pdf](https://ci.champlin.mn.us/wp-content/uploads/2021/01/ATTACHMENT-B_MRCCA-Plan.pdf)

**Heather Nelson, PE**

Assistant City Engineer

Office 763.923.7120

Cell 651.485.8793

[hnelson@ci.champlin.mn.us](mailto:hnelson@ci.champlin.mn.us)



**From:** Mitchell Robinson <Mitchell.Robinson@BrooklynPark.Org>  
**Sent:** Wednesday, August 25, 2021 10:33 AM  
**To:** Judie Anderson <Judie@jass.biz>  
**Cc:** Jesse Struve <Jesse.Struve@BrooklynPark.Org>; Paul Mogush <Paul.Mogush@brooklynpark.org>; Alex Prasch <alexa.prasch@gmail.com>  
**Subject:** RE: WE NEED YOU!

Judie,

Below are the documents requested for the 4<sup>th</sup> generation plan kickoff meeting for the City of Brooklyn Park. The local water management plan was approved by the watershed a few years ago. Additionally, the DNR sent notice to update the Mississippi River Critical Corridor Area Plan. The City will be updating this plan in the next 12 months. The last item included is the Mississippi River Bank Stabilization project that Brooklyn Park and Hennepin County have been working on in partnership with the watershed. This project would be multiple phases that would likely happen with grant funding.

Local Water Management Plan - [https://www.brooklynpark.org/wp-content/uploads/2021/02/2040-Comprehensive-Plan\\_NoAppendices\\_Chapter10-1.pdf](https://www.brooklynpark.org/wp-content/uploads/2021/02/2040-Comprehensive-Plan_NoAppendices_Chapter10-1.pdf)

Mississippi River Critical Corridor Area Plan - [https://www.brooklynpark.org/wp-content/uploads/2021/02/2040-Comprehensive-Plan\\_NoAppendices\\_Chapter12.pdf](https://www.brooklynpark.org/wp-content/uploads/2021/02/2040-Comprehensive-Plan_NoAppendices_Chapter12.pdf)

Mississippi River Bank Stabilization - <https://www.brooklynpark.org/city-projects/mississippi-river-stabilization-project/>  
- Project Site Assessment and Draft Report - [https://www.brooklynpark.org/wp-content/uploads/2020/08/MRSP\\_Eng\\_Report\\_DRAFT1.pdf](https://www.brooklynpark.org/wp-content/uploads/2020/08/MRSP_Eng_Report_DRAFT1.pdf)

I will send additional information if any is deemed necessary.

Thanks,  
**Mitch Robinson P.E.**  
Engineering – Water Resources Engineer  
W. 763-493-8291

**SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION****PROJECT REVIEW SC2021-08: Arbor Lakes Business Park Building A**

**Owner:** Endeavor Development  
**Company:** Endeavor Development  
**Address:** 200 Southdale Center, Mpls, MN 55435

**Engineer:** Michael Brandt  
**Company:** Kimley Horn  
**Address:** 767 Eustis St., Suite 100, St. Paul, MN 56114

**Phone:** 651-645-4197  
**Fax:**  
**Email:** [mike.brandt@kimley-horn.com](mailto:mike.brandt@kimley-horn.com)

**Purpose:** Construction of one commercial building on 76.4 acres.

**Location:** Southeast corner of Elm Creek Blvd and Zachary Drive, Maple Grove (Figure 1).

- Exhibits:**
1. Project review application and project review fee of \$2500, dated 9-1-2021, received 9-1-2021.
  2. Storm Water Pollution Prevention Plan by Kimley-Horn, 8-31-2021, received 9-1-2021.
  3. Demolition and Erosion Control Plan and Construction Details, by Kimley-Horn, dated 8-23-2021, received 9-1-2021.

- Findings:**
1. The proposed project is the Maple Grove Gravel Mining Area. The disturbed area is 23.1 acres and the entire parcel is 76.4 acres. Following development, the site will be 30 percent impervious with 12.3 acres of impervious surface, an increase of 12.3 acres.
  2. The complete project application was received on 9-1-2021. Note: the project review application does not have the City signature but in a phone conversation between Derek Asche from the City of Maple Grove and Ed Matthiesen the Commission Engineer verbal authorization was given to the Commission to proceed. To comply with the 60-day review requirement, the Commission must approve or deny this project no later than the October 14, 2021 meeting. Sixty calendar-days expires on October 30, 2021.
  3. To comply with the Commission's water quality treatment requirement, the site must provide ponding designed to NURP standards with dead storage volume equal to or greater than the volume of runoff from a 2.5" storm event, or BMPs providing a similar level of treatment - 85% TSS removal and 60% TP removal. Infiltrating 1.3-inches of runoff, for example, is considered sufficient to provide a similar level of treatment. If a sump is used the MnDOT Road Sand particle size distribution is acceptable for 80% capture.

Runoff from the site is proposed to be routed to the Gravel Mining Area ponds. The applicant meets Commission water quality treatment requirements.

**SC2021-08:**

4. Commission rules require that site runoff is limited to predevelopment rates for the 2-, 10-, and 100-year storm events. Runoff from the site flows to the Gravel Mining Area preapproved pond system. The applicant meets Commission rate control requirements (Table 1).
5. Commission rules require the site to infiltrate 1.0 inch of runoff from new impervious area within 48 hours. The new impervious area on this site is 12.4 acres, requiring infiltration of 1.0 acre-feet within 48 hours. The applicant proposes to use the already constructed Gravel Mining Area ponds that have the capacity to infiltrate the required volume within 48 hours. The applicant meets Commission volume control requirements.
6. The erosion control plan includes a rock construction entrance, perimeter silt fence and inlet protection. The erosion control plan meets Commission requirements.
7. The National Wetlands Inventory does not identify any wetlands on site.
8. There are no Public Waters on this site. The applicant meets Commission Public Waters requirements.
9. There is no FEMA-regulated floodplain on this site.
10. The site is not located in a Drinking Water Management Area (DWSMA).
11. A public hearing on the project [has been] will be conducted on xx as part of Planning Commission and City Council review of this project, meeting Commission public notice requirements. [A public hearing on the project is not required, but the applicant has notified all parties within 300 feet of construction, meeting Commission public notice requirements.]
12. A draft Operations & Maintenance (O&M) agreement between the applicant and the City is not needed as this project is in the Gravel Mining Area.
13. A Project Review Fee of \$2500.00 has been received.

**Recommendation:** Recommend approval subject to no conditions.

Wenck Associates, Inc.  
Engineers for the Commission

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Ed Matthiesen, P.E.

Date

SC2021-08:

Figure 1. Site location.

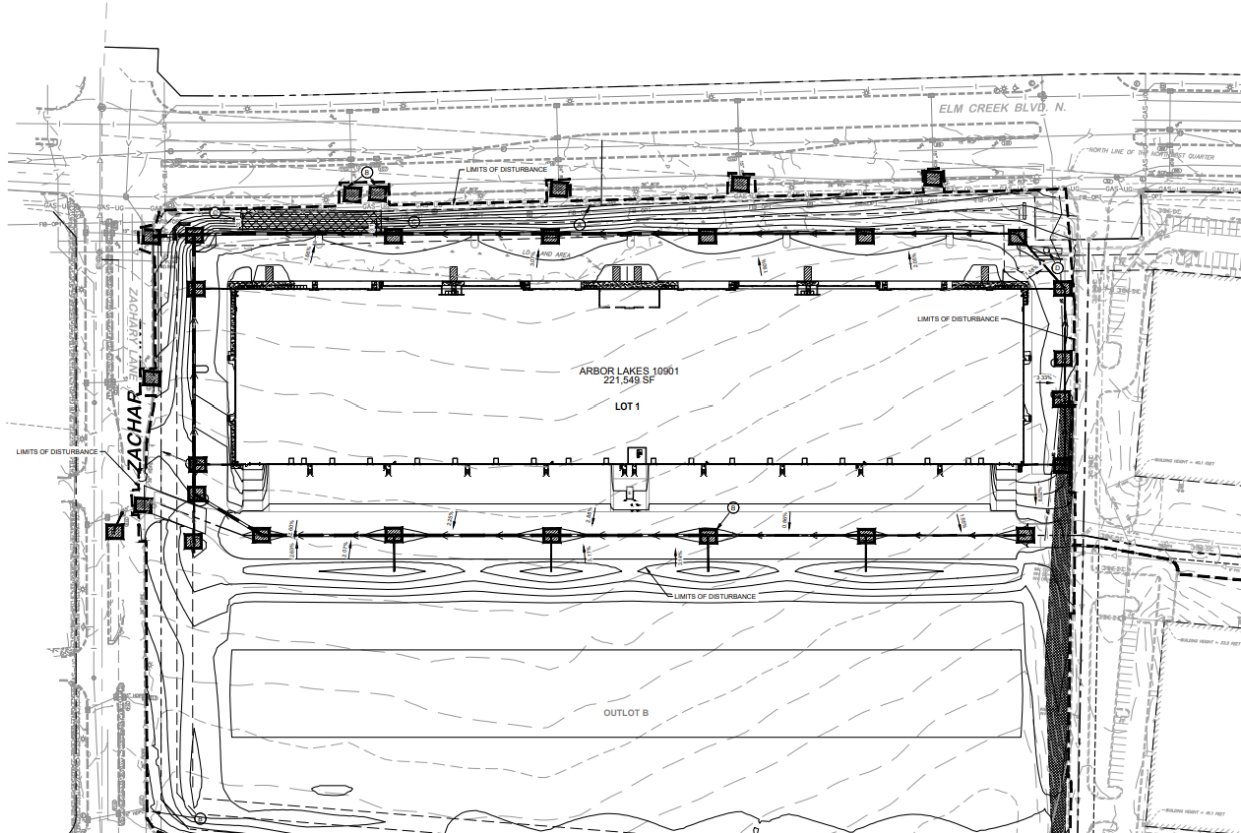
SC2021-08  
Arbor Lakes  
Business Park  
Building A





SC2021-08:

Figure 2. Site grading plan.





## United States Department of the Interior

U.S. GEOLOGICAL SURVEY

Upper Midwest Water Science Center

Minnesota Office  
2280 Woodale Drive  
Mounds View, MN 55112  
763.783.3100

Wisconsin Office  
8505 Research Way  
Middleton, WI 53562  
608.828.9901

Michigan Office  
5840 Enterprise Drive  
Lansing, MI 48911  
517.887.8903

August 19, 2021

Ms. Judie Anderson  
Elm Creek Watershed Management Commission &  
Shinglecreek Watershed Management Board  
3235 Fernbrook Lane  
Plymouth, MN 55447

Dear Ms. Anderson:

Attached are the signed originals of our standard joint-funding agreement for Elm Creek Conservation Management for the operation and maintenance of a gaging station and water-quality sampling on Elm Creek near Champlin, during the period October 1, 2020 through September 30, 2021 in the amount of \$21,562 from your agency. U.S. Geological Survey contributions for this agreement are \$19,296 for a combined total of \$40,858. Also the Shingle Creek Watershed Commission for the operation, and maintenance of specific conductance and water temperature monitoring instrumentation at Shingle Creek at Queen Avenue in Minneapolis, during the period October 1, 2020 through September 30, 2021 in the amount of \$3,800 from your agency. U.S. Geological Survey contributions for this agreement are \$3,453 for a combined total of \$7,253. Please sign and return one fully-executed original of each to Lisa L Syde-Hagen at [lsyde-hagen@usgs.gov](mailto:lsyde-hagen@usgs.gov).

This is a fixed cost agreement to be billed quarterly via Down Payment Request (automated Form DI-1040). Please allow 30-days from the end of the billing period for issuance of the bill. If you experience any problems with your invoice(s), please contact Angela Hughes by email at [amhughes@usgs.gov](mailto:amhughes@usgs.gov).

The results of all work performed under this agreement will be available for publication by the U.S. Geological Survey. We look forward to continuing this and future cooperative efforts in these mutually beneficial water resources studies.

Sincerely,

**RALPH  
HAEFNER**

Digitally signed by  
RALPH HAEFNER  
Date: 2021.08.20  
10:10:34 -04'00'

Ralph Haefner  
Acting for Center Director



Form 9-1366  
(May 2018)

U.S. Department of the Interior  
U.S. Geological Survey  
Joint Funding Agreement  
FOR  
Water Resource Investigations

Customer #: 6000001443  
Agreement #: 21NKJFA213  
Project #: NK00-LZN03  
TIN #: 41-1500004

Fixed Cost Agreement YES[ X ] NO[ ]

THIS AGREEMENT is entered into as of the October 1, 2020, by the U.S. GEOLOGICAL SURVEY, Minnesota Water Science Center, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the Shingle Creek Watershed Commission party of the second part.

1. The parties hereto agree that subject to the availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation the operation, and maintenance of specific conductance and water temperature monitoring instrumentation at Shingle Creek at Queen Avenue in Minneapolis, herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50, and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) include In-Kind-Services in the amount of \$0.00

- (a) \$3,453 by the party of the first part during the period October 1, 2020 to September 30, 2021
- (b) \$3,800 by the party of the second part during the period October 1, 2020 to September 30, 2021
- (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of: \$0

Description of the USGS regional/national program:

- (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
- (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

8. The maps, records or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program, and if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at cost, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records or reports published by either party shall contain a statement of the cooperative relations between the parties. The Parties acknowledge that scientific information and data developed as a result of the Scope of Work (SOW) are subject to applicable USGS review, approval, and release requirements, which are available on the USGS Fundamental Science Practices website (<https://www2.usgs.gov/fsp/>).

Form 9-1366  
(May 2018)

U.S. Department of the Interior  
U.S. Geological Survey  
Joint Funding Agreement  
FOR  
Water Resource Investigations

Customer #: 6000001443  
Agreement #: 21NKJFA213  
Project #: NK00-LZN03  
TIN #: 41-1500004

9. Billing for this agreement will be rendered annually. Invoices not paid within 60 days from the billing date will bear Interest, Penalties, and Administrative cost at the annual rate pursuant the Debt Collection Act of 1982, (codified at 31 U.S.C. § 3717) established by the U.S. Treasury.

**USGS Technical Point of Contact**

Name: James Fallon  
Supervisory Hydrologist  
Address: 2280 Woodale Drive  
Mounds View, MN 55112  
Telephone: (763) 783-3255  
Fax: (763) 783-3103  
Email: jfallon@usgs.gov

**Customer Technical Point of Contact**

Name: Judie Anderson  
Address: 3235 Fernbrook Lane  
Plymouth, MN 55447  
Telephone: (763) 553-1144  
Fax: (763) 553-9326  
Email: judie@jass.biz

**USGS Billing Point of Contact**

Name: Angela Hughes  
Admin. Operations Asst.  
Address: 2280 Woodale Drive  
Mounds View, MN 55112  
Telephone:  
Fax:  
Email: amhughes@usgs.gov

**Customer Billing Point of Contact**

Name: Judie Anderson  
Address: 3235 Fernbrook Lane  
Plymouth, MN 55447  
Telephone: (763) 553-1144  
Fax: (763) 553-9326  
Email: judie@jass.biz

U.S. Geological Survey  
United States  
Department of Interior

Shingle Creek Watershed Commission

Signature

Signatures

RALPH  
By **HAEFNER** Digitally signed by RALPH HAEFNER  
Date: 2021.08.20 10:11:34 -0400 Date: \_\_\_\_\_  
Name: Ralph Haefner  
Title: Acting for Center Director

By \_\_\_\_\_ Date: \_\_\_\_\_  
Name:  
Title:

By \_\_\_\_\_ Date: \_\_\_\_\_  
Name:  
Title:

By \_\_\_\_\_ Date: \_\_\_\_\_  
Name:  
Title:



**To:** Shingle Creek/West Mississippi WMO Commissioners

**From:** Ed Matthiesen, P.E.  
Diane Spector

**Date:** September 3, 2021

**Subject:** August 2021 Staff Report

**Recommended  
Commission Action**

For discussion and information.

### General Updates

*Hennepin County Chloride Initiative.* Diane is part of the “Small Group” that has been meeting to identify outreach and communication strategies. At this time the group is developing an RFP for a marketing consultant to help flesh out a marketing plan and develop a toolkit for targeting education to property managers such as small business owners, associations, churches, etc.

### Project Updates

*Crystal Lake Management Plan.* As discussed previously, due to hot weather and an unexpected algae bloom, the alum applicator was only able to apply about ¼ a dose to the lake before pH conditions became unsafe. pH in the lake continues to be a little high. We are revising the alum dosing to include an application of a buffered solution that should help prevent excessive pH swings when the remainder of the alum is applied in late September or early October. We are working with Crystal to execute a change order with the contractor.

*Bass and Pomerleau Lakes Management Plan.* We continue to monitor water quality this year and will take one final round of sediment cores late in the season to document project effectiveness. The grant expires at the end of 2021.

*Meadow Lake Management Plan.* The drawdown permit is in public notice and DNR review. Katie has been in contact with the DNR turtle expert and they will be helping refine the wildlife protection plan.

*Connections II and Bass Creek Restoration Projects.* We are designing both of these projects, with Bass Creek ready to go to the City for review and Connections II just underway. Both will be presented to the TAC at the September 9 meeting.

*SRP Channel Extension.* This is in final design and is expected to go out for bid later this month. More detail will be available at the TAC meeting.



**Presiding Officer Statement Determining to Return to  
Holding Meetings via Telephone or Other Electronic Means**

As the Presiding Officer for the Shingle Creek Watershed Management Commission and the West Mississippi Watershed Management Commission (collectively, the “Commissions”), I find as follows:

- a. The spread of COVID-19 within the United States has raised serious public health concerns and resulted in an estimated 35.6 million infections and 615,000 deaths in the United States alone.
- b. On March 11, 2020, the World Health Organization determined the outbreak constitutes a pandemic and both the federal and state governments declared states of emergency related to the pandemic.
- c. As presiding officer of the Commissions, I issued a statement in March 2020 directing that meetings of the Commissions and of the Technical Advisory Committee shall be conducted electronically under Minnesota Statutes, section 13D.021 due to the health pandemic.
- d. The development and distribution of vaccines significantly reduced the spread of the virus and the resulting hospitalizations and death.
- e. The Minnesota Governor, as part of negotiations with the legislature, ended the peacetime emergency declaration for the state on July 1, 2021.
- f. Because of the increasing number of Minnesotan’s being vaccinated and the reduction in the number of infections and illnesses, in early July 2021 I issued a statement directing that meetings of the Commissions would return to in-person meetings effective as of 11:59 p.m. on July 31, 2021.
- g. Since issuing the statement to return to in-person meetings, there has been a dramatic increase in the number of infections from the Delta Variant of the virus.
- h. The CDC issued a recommendation that those in areas with substantial or high transmission rates wear masks when in public indoor settings regardless of their vaccination status. Wearing masks is particularly important for those who are immunocompromised or have family members who are immunocompromised.
- i. Hennepin County is currently classified as having high transmission and so is subject to the CDC’s recommendation.
- j. The Commissions have several members and staff that attend meetings. It is difficult to accommodate social distancing in the room and still be able to hear everyone speak.



- k. The Commissions meet in Hennepin County, and I determine that in order to protect the health and safety of the Commission members, staff, and the public who may attend Commission meetings, and to allow the public to reasonable hear and participate in the meetings, it is not practical or prudent to meet in-person due to the on-going health pandemic.
- l. Because this statement is based on the spread of a particular variant and the level of transmission in the area, I will continue to monitor the situation and revise or revoke this statement as conditions change.
- m. This statement is issued pursuant to Minnesota Statutes, section 13D.021 due to the health pandemic.

Based on the above findings, I hereby determine and state as follows:

- 1. Effective as of 11:59 p.m. September 5, 2021, meetings of the Commissions and the Technical Advisory Committee shall be conducted by telephone or other electronic means in a manner satisfying the requirements of Minnesota Statutes, section 13D.021.
- 2. The meeting room shall not be open to the public. Directors, the chief legal counsel, and the chief administrative officer shall not be present in the meeting room during Commission meetings.
- 3. Before each Commission meeting, notice will be provided regarding how the public may listen to or view meetings as they are being conducted.
- 4. All votes occurring at the meetings shall be conducted by roll call.
- 5. This statement shall remain in effect until revised or repealed by a subsequent presiding officer statement.

Dated this 2<sup>nd</sup> day of September 2021.



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Andy Polzin, Chair