

elm creek

Watershed Management Commission

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MINUTES Regular Meeting | March 13, 2024

I. **CALL TO ORDER.** A meeting of the Elm Creek Watershed Management Commission was called to order at 11:38 a.m., Wednesday, March 13, 2024, in the Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN, by Chair Doug Baines.

Present: Ken Guenther, Corcoran; Doug Baines, Dayton; Joe Trainor, Maple Grove; Terry Sharp, Medina; Catherine Cesnik, Plymouth; and David Katzner, Rogers.

Not represented: Champlin.

Also present: Josh Accola, Dayton; Derek Asche, Maple Grove; Ben Scharenbroich, Plymouth; Erik Megow and Diane Spector, Stantec; Rebecca Carlson, Resilience Resources; Kevin Ellis, Hennepin County Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); Jen Dullum, Board of Water and Soil Resources (BWSR); Judie Anderson, JASS.

II. **AGENDA.** Motion by Sharp, second by Trainor to approve the Agenda as presented. *Motion carried unanimously.*

A. Motion by Sharp, second by Trainor to approve the **Minutes* of the February 14, 2024**, meeting with the following corrections to Item II:

A. Motion by Sharp, second by ~~Trainor~~ Riggs to approve the **Minutes* of the January 10, 2024**, meeting

B. Motion by Guenther, second by ~~Trainor~~ Riggs to approve the **February Treasurer's Report and Claims* ...** .

Motion carried unanimously.

B. Motion by Guenther, second by Katzner to approve the **March Treasurer's Report and Claims*** totaling \$42,780.89. *Motion carried unanimously.*

III. **OPEN FORUM.**

The members welcomed Jen Dullum, the new BWSR Board Conservationist.

IV. **ELECTION OF OFFICERS and ANNUAL APPOINTMENTS.**

A. Hearing no further nominations, motion by Trainor, second by Katzner to elect the following officers for 2024: Baines, Chair; Cesnik, Vice Chair; Bill Walraven, Champlin, Secretary; Guenther, Treasurer. *Motion carried unanimously.* Guenther informed the members that he and his family will be moving out of the watershed later this year and the Treasurer's office will become vacant.

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B. Motion by Trainor, second by Katzner to appoint the following for 2024: Official Newspaper, *Osseo-Maple Grove Press*; Official Depositories, US Bank and the 4M Fund; Deputy Treasurer, Judie Anderson; and Auditor, Johnson & Co., Ltd. *Motion carried unanimously.*

V. PROJECT REVIEWS.

A. **2024-001 Saddle Ridge Development, Rogers.*** This 40.3-acre site is located on Saddle Ridge Drive, east of Sidney Way. The proposed project involves extending Saddle Ridge Drive to accommodate development of nine (9) houses. Just under one acre of net impervious surface increase is proposed and 7 acres of impervious surface will be reconstructed. The project triggers Rules D, E, F, and I. A finding of facts memo dated March 5, 2024, is included in the meeting packet for Commission approval conditioned on escrow reconciliation and receipt of an operation and maintenance plan approved by the City. Motion by Guenthner, second by Sharp to approve this project with those conditions. *Motion carried unanimously.*

B. **2024-002 The Meadows Park, Plymouth.*** The project area is located at 5805 Peony Lane on a 21.89-acre site and will disturb 11.61 acres. The proposed project will provide pedestrian trails and sidewalk, recreation fields, tennis and sport courts, an ice hockey rink, a parking area, supporting utilities, and two additional stormwater management basins while expanding an existing biofiltration basin. The project will result in a net increase in impervious area of 2.48 acres. The project triggers Rules D, E, and I. A finding of facts memo dated March 5, 2024, is included in the meeting packet for Commission approval conditioned on escrow reconciliation and wetland buffer signage. Motion by Katzner, second by Trainor to approve this project with those conditions. *Motion carried unanimously.*

C. **2024-004 Dayton River Road Turn Lane Improvements, Dayton.*** 2022 improvements at Elsie Stevens Park in Dayton resulted in significant additional traffic to the park. This necessitates improving the turn lanes on Diamond Lake Road into the park for safety. Considered as part of a common plan project, the 0.33 acres of proposed impervious are treated by bio-filtration basins. The project includes turn lane improvements, stormwater management, and extension of a cattle crossing and associated trail work. The project was reviewed for Rules D and E. In their findings dated February 29, 2024, Staff recommends approval with escrow resolution and submittal of final plans (the 90% plan set was received/reviewed). Motion by Guenthner, second by Katzner to approve this project with those conditions. *Motion carried unanimously.*

VI. OLD BUSINESS.

2024 CAMP Monitoring. At last month's meeting, members discussed what lakes to monitor through the Metropolitan Council Citizens Assisted Monitoring Program (CAMP). The Commission has budgeted to monitor one lake in 2024. Teal and Jubert lakes were considered. A member of the Rice Lake Area Association also volunteered to monitor that lake. Since Rice Lake is monitored as part of the Three Rivers Park District program, Staff decided, sans a volunteer to monitor Lake Jubert, that Teal Lake would be monitored in 2024. Met Council CAMP coordinator Brian Johnson has been advised of that selection.

VII. NEW BUSINESS.

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A. Partnership Cost Share Application. The City of Maple Grove has submitted a Partnership Cost Share Program application* to help fund a spring 2024 carp removal effort on Fish Lake. The request is for \$11,856 toward a total project cost of \$18,941. The Fish Lake Area Residents Association (FLARA) proposes to provide matching funds of \$2,000 cash and in-kind volunteer labor valued at \$5,085. A copy of the Commission’s Partnership Cost-Share Guidelines* is included in the meeting packet for reference.

Following years of watershed management and in-lake alum treatments, Fish Lake is proposed to be removed from the state’s draft 2024 list of Impaired Waters. This delisting transitions the lake from an Improvement lake to a Protection lake. Some carp management efforts have been made on Fish Lake, including some population estimates and at least one winter seining removal event. However, it appears that the lake still exceeds the management threshold of 89 pounds/surface acre of carp biomass, suggesting the resident carp population has the potential to negatively impact water quality.

FLARA received a proposal from consultants WSB to undertake spring box netting to remove as much carp biomass as possible and to prepare to develop a longer-term management plan for Fish Lake. That longer-term plan will be developed in coordination between the City, Three Rivers, and the Commission as part of the watershed-wide TMDL 10 year review this year. The Technical Advisory Committee, which met prior to this meeting, recommended approval of this item as submitted.

Motion by Guenthner, second by Trainor to award \$11,856 in Partnership Cost Share funds to FLARA for this project. *Motion carried unanimously.*

B. Fourth Generation Watershed Management Plan Scope of Services. *(Writer’s note: The cover memo for this item was inadvertently omitted from the meeting packet.)*

In their March 6, 2024, letter* to Chairman Baines, Stantec provided a scope of services to assist the Commission in completing its Fourth Generation Plan. The scope is comprised of three tasks:

Task 1 – Meetings and Public Input. Staff have assumed a total of four Commission/Technical Advisory Committee (TAC) meetings focused on the Plan. Instead of a separate Citizens Advisory Committee (CAC), the cities will designate one of their existing citizen commissions to provide citizen input and feedback on the draft Plan. Staff have also included development and publication of an online interactive map on the Commission’s website to help inform and obtain input from the public.

Task 2 – Update Plan. The Fourth Gen Plan will look similar to the Third Gen Plan. Since it hasn’t changed, some of the information in the new Plan will simply reference the old Plan. Staff will update land use and future land use, information about water quality in the watershed, and expected geographies where development will likely occur in the next ten years. In addition, this task includes the following:

1. Complete a short self-analysis of the effectiveness of the Third Generation Plan, evaluate progress toward goals, and identify areas of success or less than success.
2. Review and update as necessary the Goals and Policies established in the Third Generation Plan.
3. Review and update as necessary the Rules and Standards and monitoring programs.
4. Enhance the education and outreach programming. Staff will develop options, not only to help to meet NPDES requirements, but also to engage on other topics of interest.
5. Discuss approaches the Commission could consider addressing the impacts of the continued build-out of the watershed, and how to add climate resiliency and sustainability.
6. Incorporate summaries of the findings of the TMDL and review process, the subwatershed assessments and other studies completed since the Third Gen Plan was adopted.
7. Update the Capital Improvement Program (CIP) and Implementation Program.
8. Forecast future budget needs and financing options.

The four working meetings would likely focus on the following:

1. Review of progress to date and update vision, goals and policies.
2. Identify and discuss options for enhancing education, outreach, and engagement in the watershed.
3. Discuss future development, changing precipitation patterns, potential impacts to water resources and infrastructure, and discuss a framework for addressing those impacts.
4. Review and discuss the proposed ten-year CIP and Implementation Plan and any special funding considerations that may arise.

Not included in the Plan process is completion of the legal/hydro boundary analysis started last year with Shingle/West Mississippi, nor any modeling associated with topic #3 above. Staff assume that both of these would be identified as implementation actions and programmed during the ten-year Plan time frame.

Task 3 – Plan Review Process. Following completion, the draft Plan will be sent to the member cities and review agencies for “informal” review. It will then proceed to the formal 60-day review process. Following a Public Hearing, after making final edits based on comments received, the Commission must forward the draft final Plan to the Board of Water and Soil Resources (BWSR), along with the log of comments received, responses, and how the Plan was revised. Following approval by BWSR, the Plan will come back to the Commission for final adoption.

The current plan expires October 23, 2025. The schedule calls for adoption of the Fourth Generation Plan on October 8, 2025. The estimated not-to-exceed cost to complete the

Plan is \$49,744. The work will be completed using funds set aside for this purpose, supplemented as necessary by Funds Assigned for Studies. The Technical Advisory Committee recommended approval of this proposal.

Motion by Trainor, second by Cesnik approve the scope of services as outlined at a cost of \$49,744. *Motion carried unanimously.*

C. Preliminary CIP.* Staff's March 6, 2024, memo contains the preliminary CIP reflecting comments received to date. Projects levied in 2023 are also shown there. The CIP should reflect projects expected to be levied in either 2024 or 2025. Planned projects where the completion date is currently unknown or not scheduled are shown as "future." Staff requests that cities submit proposed revisions to the CIP by March 29, 2024, so any required minor plan amendments may be initiated at the April meeting. Staff will send out a reminder along with an *Exhibit A* for use in submitting new or revising existing projects.

In 2022, the Commission revised the CIP cost share policy to eliminate the \$250,000 per project maximum and the annual working guideline for the maximum amount to be levied annually was increased from \$500,000 to \$750,000. The maximum Commission participation is still 25% of total project cost.

Staff's memo also shows the current CIP with project costs in 2023-2024-2025 and future of \$5,235,400, \$7,150,000, \$250,000 and \$3,250,000. Total Commission shares are \$767,750, \$800,000, \$150,000 and \$525,000, respectively.

The 2024 and 2025 CIP will be implemented under the Third Generation Plan. The Commission will be developing a new CIP for the period 2026-2035 as part of the Fourth Generation Plan.

VIII. EDUCATION AND PUBLIC OUTREACH.*

A. Chloride. Grace Barcelow, the shared Education and Outreach Coordinator with Hennepin County, has developed a new media kit, included in the meeting packet, for use by the WMWA watershed and city partners. This is the first of what she hopes will be monthly communications. This kit is focused on the chloride consultations that are underway with managers of faith-based facilities. It provides background information on the purpose of these consultations, what is hoped to be gained through the consultations, and resources to further educate and engage users regarding the proper use of chloride, including sample newsletter articles and social media posts. The kit includes a link to a flier and drives readers to the WMWA web page on chloride use. [Chloride Pollution - West Metro Water Alliance](#). She is developing a mailing list of contacts at each of the member cities and will be providing similar types of media kits on various topics throughout the year.

B. Watershed PREP 2023 Statistics. WMWA staff have compiled the participation statistics for 2023 for education and outreach efforts through Watershed PREP. Most of these were provided by Jessica Sahu Teli, the WMWA educator. Classroom activities have bounced back from the pandemic levels, and Jessica is developing new lessons and opportunities for outreach.

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In 2023 about 1,800 students participated in each of the two standardized lessons: *What is a Watershed?* and *The Incredible Journey*. In addition, Jessica interacted with 1,300 students in elementary and middle school classes learning about topics such as native plants, how to maintain a rain garden, and hands-on planting a rain garden. Just over 200 students played the “Watershed Game,” which is a hands-on board game where participants learn about what causes water pollution and what can be done to help prevent and treat it.

Since the program began in 2013, over 22,000 students have participated in Lesson 1 and over 9,000 in Lesson 2. While not all eligible schools participate, there has been a core group of schools over the years, and Jessica continues to work to broaden the program and its reach.

C. Registration for the **Blue Thumb Spring Workshops** is now open.* Register for the workshops at <https://bluethumb.org/events/>.

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

IX. GRANT OPPORTUNITIES.

The Board of Water and Soil Resources (BWSR) biennially appropriates funding for a program called **Watershed-Based Implementation Funding (WBIF)**. WBIF funding is allocated to targeted watersheds to be distributed according to guidelines agreed upon by the eligible entities in the allocation area (“the Partnership”). The Elm Creek allocation for fiscal year 2024-2025 is **\$373,590**, which will become available July 1, 2024. A minimum 10% match is required. The February 14, 2024, meeting minutes described the WBIF process in detail.

Cesnik volunteered to represent the Commission, Accola and Scharenbroich will represent the cities. Dullum will represent BWSR and a representative from Hennepin County will also participate in the process. Spector will serve as moderator. The first Convene meeting is tentatively scheduled for a date in late March.

X. COMMUNICATIONS.

A. **Staff Report.*** Staff reports provide updates on the development projects currently under review by Staff. The projects listed in the table on page 7 of these minutes are discussed in the March 6, 2024, report.

B. **Hennepin County Staff Report.***

1. **Christian Settling Basin.** The State cost-share contract has been signed and fully executed. Applications for wetland review and permitting are currently being submitted to city staff and engineering support. Given the current conditions of the site, installation of the project will likely be later than the anticipated winter 2024 target.

2. **Van Asten Manure Bunker and Cover Crops.** Staff are currently working on developing a warm season cover cropping plan for the parcel for 2024. The landowner is working on overall farm plan, which may require the movement or edits of the manure bunker plans. For example, he is considering adding beef cattle which may require a larger bunker area.

Staff are working on manure production and storage need calculations for the maximum allowable animal units onsite. Target installation for the BMP is late summer or early fall 2024.

3. The **Project Funding Table** has been updated to reflect activity that occurred last month.

4. The last two pages of the report described other County programming: Natural Resources Opportunity Grant availability, Healthy Tree Canopy grants, and the spring tree sale. The report also summarized 2023 accomplishments in preventing the spread of aquatic invasive species.

XI. OTHER BUSINESS.

XII. ADJOURNMENT. There being no further business, the meeting was adjourned at 1:26 p.m.

Respectfully submitted,



Judie A. Anderson
Recording Secretary

JAA:tim

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Project No.	Project Name	Project No.	Project Name
2014-015	Rogers Drive Extension.	2023-001	Chankahda Trail Reconstruction Phase 2, Plymouth.
2016-005W	Ravinia Wetland Bank Plan, Corcoran.	2023-009	Magnifi Financial, Maple Grove.
2017-050W	Ernie Mayers Wetland/floodplain violation, Corcoran.	2023-010	Rogers New Fire Station.
2018-046	Graco, Rogers.	2023-011	Sundance Greens 9th, Dayton.
2020-009	Stetler Barn, Medina.	2023-013	River Valley Church, Maple Grove.
2020-017	Meadow View Townhomes, Medina.	2023-015	South Fork Rush Creek Evanswood, Maple Grove.
2020-033	Weston Woods, Medina.	2023-016	Rogers South Community Park.
2021-020	Crew Carwash, Maple Grove.	2023-020	Dunkirk Square, Maple Grove.
2021-029	Tri-Care Grocery / Retail, Maple Grove.	2023-022	Shores of Sylvan Lake, Rogers.
2021-034	BAPS Hindu Temple, Medina.	2023-023	NORSQ, Maple Grove.
2021-052	Norbella Senior Living, Rogers.	2023-025	Rogers Mixed Use Improvement.
2022-006	Hamel Townhomes, Medina.	2023-028	Rush Creek Hollow, Maple Grove.
2022-011	Arrowhead Drive Turn Lane Expansion, Medina.	2023-029	Dayton Field 4th Addition.
2022-016	Rogers Activity Center.	2023-030	Woodland Hill of Corcoran.
2022-017	City Center Drive, Corcoran.		
2022-018	Big Woods, Rogers.		
2022-020	Skye Meadows Extension, Rogers.	2024-001	Saddle Ridge, Rogers.
2022-022	Cook Lake Highlands, Corcoran.	2024-002	The Meadows Park, Plymouth.
2022-028	Elsie Stephens Park, Dayton.	2024-003	Rogers Apartments.
2022-040	Karinieimi Meadows, Corcoran.	2024-004	Dayton River Road Turn Lane Improvements.
2022-043	Meander Park and Boardwalk, Medina.	2024-005	Rush Hollow North, Maple Grove.

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