

elm creek

Watershed Management Commission

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Regular Meeting Minutes March 12, 2025

I. CALL TO ORDER. A meeting of the Elm Creek Watershed Management Commission was called to order at 11:38 a.m., Wednesday, March 12, 2025, in the Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN, by Chairman Doug Baines.

Present: Bill Walraven, Champlin; Tom Anderson, Corcoran; Doug Baines, Dayton; Joe Trainor, Maple Grove; Catherine Cesnik, Plymouth; and David Katzner, Rogers.

Not represented: Medina.

Also present: Steven Touney, Champlin; Derek Asche, Maple Grove; Michelle Jennings, WSB, Medina; Ben Scharenbroich, Plymouth; Erik Megow and Diane Spector, Stantec; Kevin Ellis, Hennepin County Environment and Energy (HCEE); Jen Dullum Board of Water and Soil Resources, BWSR; Brian Vlach, Three Rivers Park District; and Judie Anderson, JASS.

II. AGENDA. Motion by Walraven, second by Sharp to approve the agenda* with the following additions:

- 6.c. Selection of CAMP lake.
- 6.d. Selection of new website platform.

Motion carried unanimously.

Motion by Walraven second by Cesnik to approve the **Minutes of the February 12, 2025, meeting.*** *Motion carried unanimously.*

Motion by Walraven second by T. Anderson to approve the **March Treasurer's Report* and claims** totaling \$68,716.08. *Motion carried unanimously.*

III. OPEN FORUM.

T. Anderson provided an update on former Corcoran Commissioner Ken Guenther since Guenther and his family moved to northern Minnesota. Guenther sends his regards.

IV. PROJECT REVIEWS.

A. 2024-032 Rogers Tech Center, Rogers.* The site is a vacant 2.10-acre lot which will be developed into a commercial building. The project will disturb approximately 1.56-acres and create 0.74-acres of new impervious surfaces. A bio-filtration basin was designed for stormwater treatment. The project triggers Commission Rules D and E. A findings of fact dated March 3, 2025, is included in the meeting packet with a recommendation of approval with four conditions. Motion by T. Anderson, second by Cesnik to approve this project with those conditions. *Motion carried unanimously.*

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

B. 2025-001 Chankahda Trail Reconstruction Phase 3, Plymouth.* This project is Phase 3 reconstruction of Chankahda Trail (formerly CR 47). This phase extends from Vicksburg Lane in the west to Northwest Boulevard at the east end of the corridor. Improvements include the reconstruction of Chankahda Trail into a two-lane urban roadway, new trails along the north and south sides of the road, utility updates, and stormwater management BMPs. The project triggers Commission rules D, E, and H. Staff's findings dated March 4, 2025, recommend approval with three conditions. Motion by Katzner, second by Walraven to approve Staff's recommendations. *Motion carried unanimously.*

C. 2025-005 Taylor Development, Rogers.* The project is on a 29-acre site located at 23580 109th Avenue North. The developer is proposing nine single-family lots including roads, sidewalks, and utilities. The project triggers Commission rules D, E, and I. In their findings dated March 4, 2025, Staff recommends approval with three conditions. Motion by Trainor second by Walraven to approve Staff's findings. *Motion carried unanimously.*

D. 2025-007 ECK 322 Extension, Maple Grove.* This is a new utility project proposed by Northern States Power Company dba Xcel Energy that will disturb impervious pavement along approximately three miles of Weaver Lake Road. The project triggers erosion control and stormwater management rules. Staff's finding of fact memo dated March 4, 2025, proposes three conditions for approval. Motion by Trainor, second by T. Anderson to approve this project with those conditions. *Motion carried unanimously.*

E. 2025-008 Goose Lake and Highpointe Neighborhood Street & Utility Project, Champlin.* This project is located along Goose Lake Parkway and residential streets within the Highpointe neighborhood, north and west of the intersection of Goose Lake Parkway and Elm Creek Parkway. The proposed project is a linear reconstruction project with approximately 9.8-acres of disturbed area and 8.0 acres of reconstructed impervious surfaces. Project work includes the proposed reconstruction of numerous residential streets, including utility improvements (storm sewer, sanitary sewer, and watermain) and improved lighting. A findings-of-fact memo dated March 4, 2025, was prepared for the March Commission meeting and includes one condition for approval. Motion by Walraven second by Trainor to approve Staff's findings. *Motion carried unanimously.*

F. 2025-010 Hamel Road Extension, Plymouth.* This project is in the southwest of quadrant of Highway 101 and Trunk Highway 55. The proposed project consists of 2.05-acres of disturbed area and 1.22 acres of new and reconstructed impervious surfaces. The project is a roadway extension connecting two previously developed areas and will include stormwater design. The project triggers rules D and E. A findings of fact memo dated March 4, 2025, recommends approval with one condition.

It was noted that a portion of the project site, PID 18-118-22-13-0004 (4155 County Road 101), is incorrectly listed as being in the Bassett Creek watershed. A copy of a letter from the Bassett Creek Watershed Management Commission to Hennepin County has been received wherein the BCWMC approves the County changing that PID to reside in the Elm Creek watershed.

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Motion by Walraven, second by T. Anderson directing Staff to write a letter to Hennepin County, stating that the Elm Creek Commission also approves that change. *Motion carried unanimously.*

Motion by T. Anderson, second by Walraven to approve project 2025-010 with one condition per Staff findings. *Motion carried unanimously.*

V. OLD BUSINESS.

VI. NEW BUSINESS.

A. Election of Officers. Following discussion, and hearing no other nominations, motion by Walraven, second by T. Anderson to elect the following: Chairman – Doug Baines, Dayton; Vice Chairman – Joe Trainor, Maple Grove; Secretary – Bill Walraven, Champlin; and Treasurer – Catherine Cesnik, Plymouth. *Motion carried unanimously.*

B. Motion by Walraven, second by Trainor to make the following **Annual Appointments:**

1. Official Newspaper, *Osseo-Maple Grove Press.*
2. Official Depositories, US Bank and the 4M fund.
3. Deputy Treasurer, Judie Anderson.
4. Auditor, Johnson & Co., Ltd.

C. The Commission has budgeted to monitor one lake through **Metropolitan Council’s CAMP program.** The Park District was previously scheduled to sample Jubert Lake this year as one of their non-sentinel lakes. However, since they found a CAMP volunteer for Jubert Lake, the Park District will sample a different lake to replace Jubert. The 2025 lake sampling will now be the following: Sentinel Lakes: Fish, Weaver, Diamond, and Rice. Non-Sentinel Lakes will include Henry, French, Laura, and Dubai.

D. Website Platform. The Commission’s website was started on Weebly in 2009. Staff have learned that, effective July 2025, the Weebly platform will no longer be supported. It is likely that the current website will remain active, but it is unknown how the functionality and ability to undertake updates will be affected. Staff are recommending that the Commission move to a new website platform and are in the midst of investigating alternatives. These will be brought to the TAC and the Commission for consideration in April. Funding for this project will be taken from the unreserved General Fund.

VI. FOURTH GENERATION WATERSHED MANAGEMENT PLAN.*

A. As part of the Fourth Generation Plan public outreach, the TAC members elected not to establish a separate Commission **Citizens Advisory Committee*** (CAC), but for each city to designate one of its existing citizen commissions to serve. The role of the CAC is to provide input and review a presentation on the general goals and actions in the Fourth Generation Plan at one of their regular meetings and an opportunity to review and provide comment on the overall draft plan either at a subsequent meeting or on their own. The Commission budgeted for Commission staff at one meeting per city; however, Rogers city staff elected to present the information using

materials provided by Commission staff. Meetings are scheduled for the month of April and the first week in May.

B. The Fourth Generation Plan will include a new **Capital Improvement Program*** for the period 2025-2034. Projects submitted to date were reviewed. Members were requested to submit projects to the CIP, including any that were included in the Third Generation Plan to be carried over. The CIP will also include generic projects for planning purposes that are placeholders to be fleshed out in future years.

The Commission has some policies that define what can and cannot be submitted for CIP or cost share funding. These were provided in the meeting packet for information:

- 1. Standards and Guidelines*** that provide guidance on how the information on the form will be used by the TAC as it makes its recommendations to the Commission.
- 2. General CIP Cost Share Policy.***
- 3. Policy on Non-structural Practices*** (such as street sweepers and equipment to reduce the use of chloride).

C. Resiliency and Adaptation.* The Commission had preliminarily established its resiliency goal as: *Assist member cities in understanding and implementing options for enhancing watershed resiliency for future development.* A subgroup of TAC members representing a cross-section of developed and developing, upper watershed and lower watershed cities met virtually on February 27, 2025, to review and discuss potential resiliency planning strategies for the Fourth Generation Plan.

1. Met Council has released general draft Policy Plans for the upcoming Imagine 2050 effort that suggest cities will be required to do resiliency planning as part of their Comp Plans; however, there has been no specific guidance as to what that would entail.

2. The **Climate Vulnerability Assessment modeling** proposed to start in 2028 would use the refined HUC-8 model with the upcoming Atlas 15 precipitation data and proposed 2050 land use information developed by cities in their next Comprehensive Plans to identify future flood-prone areas and areas where more storage and/or abstraction would be beneficial. The subgroup discussed a strategy of Commission cost participation in projects that add upstream runoff storage, and adding some generic resilience/watershed storage and corridor restoration projects to the CIP and performing subwatershed assessments (SWAs) specifically looking at practices to reduce runoff volumes. There was also discussion on how the Commission could assist the cities as they prepare their Comprehensive Plans, and how there is often a disconnect between land use planning and parks and natural resources planning and the more “technical” planning such as the stormwater plan. All agreed that it would be beneficial for Staff to introduce this topic to the local CACs at their presentations.

D. Rules. Earlier, at the TAC meeting, Staff requested volunteers to assist with reviewing proposed “housekeeping” revisions to the Rules document. The Rules and Appendices will be presented at the April meeting.

VII. WATER QUALITY.

A. North Fork Rush Creek – Four Corners Results.* The modeling updates and results were shared with the Cities of Corcoran, Rogers, Dayton, and Maple Grove. The latest modeling sets a Base Flood Elevation (BFEs) from Fletcher Lane to the North Fork’s confluence with the South Fork of Rush Creek. The BFEs shared with the Commission and the four member cities represents the best available data for development within the FEMA Zone A.

B. Fish and Rice Lakes Carp Management Strategic Plan. The WBIF convene group had previously allocated just under \$50,000 to obtain updated carp population and movement data on Fish and Rice Lakes and develop a comprehensive plan for fish management in the lake system. That plan would need to be reviewed and approved by BWSR before expending additional WBIF funds on carp management. Staff have obtained a proposal from WSB, the consultant that did previous carp assessment work on these lakes, for \$49,325. The TAC and Staff recommend its approval.

Motion by Baines, second by T. Anderson to accept the WSB proposal using \$49,325 WBIF funding and \$4,500 match from the Project and Studies account. *Motion carried unanimously.*

VIII. GRANT OPPORTUNITIES.

Joint Chloride Management Plan.* The Commission partnered with the Shingle Creek and West Mississippi WMOs to submit an Accelerated Implementation Grant (AIG) proposal to the Board of Water and Soil Resources (BWSR). The grant was approved and Shingle Creek, as the fiscal agent, has now executed the contract with BWSR and received approval of the work plan. The \$47,455 grant requires a \$4,745.50 match, which will be split among the three watersheds, or \$1,582 per Commission. The TAC recommended approving this contribution, to be funded from the Assigned Funds account for Special Studies. Motion by Trainor, second by Cesnik to approve this cost-share amount. *Motion carried unanimously.*

IX. EDUCATION AND PUBLIC OUTREACH.

- A. Grace Barcelow’s March Update** was not available for the meeting.
- B. West Metro Water Alliance (WMWA)** will meet via Zoom at 8:30 a.m., April 8, 2025.

X. COMMUNICATIONS.

A. Staff Report.* The Staff Report provides updates on the development projects currently under review by Staff.

[Walraven departed 1:26 p.m.]

B. Hennepin County Staff Report.*

1. Welcome Ranch. Hennepin County staff have entered the contracting stage for barn gutters that will likely be installed in the spring when weather conditions improve.

Design for heavy use area protections and manure bunkers will be phased afterwards.

2. Stotts 1A. Hennepin County staff inspected final work done on the 1A grassed waterway projects. While all rip rap was installed according to specifications, some erosion on the southernmost waterway was discovered. Staff are trying to identify the source of the erosion, but it seems likely that there may have been a drain tile issue. Staff will work with the landowner to rectify the issue before closing out the project.

3. Bottema Wetland Restoration. Staff are completing a Hennepin County Board Action Request for an additional \$20,000 budget for this project to provide construction contingency and additional funds for seeding. Seeding will be done on areas that were not well established in 2023-2024. Final construction on this project is still projected to occur this summer.

4. 2025 Watershed Services Agreement. Hennepin County staff met with Elm Creek Watershed Management Commission representatives to discuss results of the prior year and put together the 2025 Watershed Services Agreement. Staff discussed the possibility of connecting with developers earlier in the permitting process to find ways to get conservation projects implemented. Hennepin County will submit a draft document to the Commission for approval soon.

5. The Project Funding Table and other County programming complete the report.

XI. OTHER BUSINESS.

The Commissioners were reminded of **appointments**. Unless otherwise noted in their Cities' resolutions, these appointments are for one year and must be renewed annually. Appointments have been received from Maple Grove, Medina, and Plymouth.

XII. ADJOURNMENT. There being no further business, the meeting was adjourned at 1:37 p.m.

Respectfully submitted,



Judie A. Anderson
Recording Secretary
JAA:tim

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