

elm creek Watershed Management Commission

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April 11, 2018 Minutes
Technical Advisory Committee Meeting *(beginning on page 1)*
and
Regular Meeting *(beginning on page 3)*

I. A meeting of the **Technical Advisory Committee (TAC)** for the Elm Creek Watershed Management Commission was convened at 10:03 a.m., Wednesday, April 11, 2018 in the Mayor's Conference Room, Maple Grove City Hall, 12800 Arbor Lakes Parkway, Maple Grove, MN.

In attendance were: Todd Tuominen, Champlin; Kevin Mattson, Corcoran; Sarah Nalven, Wenck Associates, Dayton; Rick Lestina and Mark Lahtinen, Maple Grove; Kaci Fisher, Hakanson-Anderson, Medina; Ben Scharenbroich, Plymouth; Andrew Simmons, Rogers; James Kujawa and Kirsten Barta, Hennepin County Dept. of Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); Jeff Weiss, Barr Engineering; and Judie Anderson and Amy Juntunen, JASS.

Also present: Sharon Meister, Corcoran, and Doug Baines, Dayton.

II. Motion by Lestina, second by Scharenbroich to **approve the agenda**. *Motion carried unanimously.*

Motion by Scharenbroich, second by Lestina to **approve the minutes** of the February 14, 2018 TAC meeting. *Motion carried unanimously.*

III. **Commission Cost Share Policy.**

At their December 13, 2017 meeting, the Commissioners discussed the "cap" on the maximum annual levy for Capital Improvement Projects (CIPs). According to the Commission's current Cost Share Policy which was adopted in 2012, the cap is \$250,000/project, \$500,000/year. In December 2017 the CIP showed estimated costs for projects anticipated to be levied in 2018/payable 2019 of \$1,395,250. Commissioners and TAC members were encouraged to discuss possibly raising the annual cap with their city personnel/councilors.

After discussion it was a consensus of the members of the TAC to maintain the cap at the current \$250,000/project, \$500,000/year. This recommendation will be brought to the Commission.

IV. **Capital Improvement Program.**

A. The 2018 CIP spreadsheet (*Table 4.5_2017 with 2018 submittals_Rev3*) has been revised as follows:

1. Stone's Throw Wetland (line 21) has been moved from 2018 to 2019.
2. Ranchview Wetland Restoration, Maple Grove (line 23) has been moved from 2018 to 2019.
3. Hickory Drive Stormwater Improvement, Medina, (line 37) has been added in 2019.
4. Southeast Corcoran Wetland Restoration, Corcoran, (line 38) has been added in 2019.
5. Downtown Regional Stormwater Improvement, Corcoran, (line 39) has been added in 2019.
6. Elm Creek Stream Restoration Phase III, Champlin, (line 40) has been added in 2018.
7. Downs Road Trail Raingarden, Champlin, (line 41) has been added in 2018/2019.
8. Elm Creek Stream Restoration Phase IV, Champlin, (line 42) has been added in 2019
9. Lowell Pond Raingarden, Champlin, (line 43) has been added in 2019.

B. At the February 14, 2018 TAC meeting projects were reviewed for timeliness and some construction dates adjusted. Generic projects were extended out to the 2020-2024 timeframe. As a result \$500,000 in projects were recommended for levy funding in 2018/payable 2019 as follows:

1. Rush Creek Main Stem Stream Restoration (line 16), Maple Grove, \$75,000

elm creek Watershed Management Commission

TAC and Regular Meeting Minutes – April 11, 2018

Page 2

2. Elm Creek Stream Restoration Reach D (line 18), Plymouth, \$212,500
3. Mill Pond Gardens (line 30), Champlin, \$100,000
4. Elm Creek Stream Restoration Phase III (line 40), Champlin, \$100,000
5. Downs Road Trail Rain Garden (line 41), Champlin, \$12,500

C. An additional CIP application has been received for Rush Creek Headwaters SWA BMP Implementation. Project cost is \$200,000, with the Commission's share of \$50,000, to be constructed in 2020. Motion by Scharenbroich, second by Nalven to add this CIP as proposed. *Motion carried unanimously.*

Motion by Kujawa, second by Scharenbroich to recommend to the Commission a call for a public meeting on May 9, 2018 to adopt a Minor Plan Amendment to incorporate these revisions/additions to the CIP. *Motion carried unanimously.*

[Tuominen arrived 10:10 a.m.]

D. Feasibility Reports.

1. Rush Creek Main Stem Stream Restoration,* Maple Grove, \$75,000. Motion by Scharenbroich, second by Fisher to recommend moving this project forward for funding under the 2018 levy. *Motion carried unanimously.* John Smythe will provide the missing nutrient reduction figures.

2. Elm Creek Stream Restoration Reach D,* Plymouth, \$212,500. Motion by Fisher, second by Nalven to recommend moving this project forward for funding under the 2018 levy. *Motion carried unanimously.*

3. Mill Pond Gardens,* Champlin, \$100,000. Upon the request of the City of Champlin, motion by Scharenbroich, second by Lestina to move this project to 2019. *Motion carried unanimously.*

4. Elm Creek Stream Restoration Phase III,* Champlin, \$100,000. Motion by Scharenbroich, second by Fisher to recommend moving this project forward for funding under the 2018 levy. *Motion carried unanimously.* WSB will provide the missing nutrient reduction figures.

[Barta arrived 10:28 a.m.]

5. Downs Road Trail Rain Garden,* Champlin, \$12,500. Motion by Scharenbroich, second by Lestina to recommend moving this project forward for funding under the 2018 levy. As a result of the moving of the Mill Pond Gardens project to 2019, full 2018-2019 funding (\$75,000) is recommended in 2018. *Motion carried unanimously.* WSB will provide the missing nutrient reduction figures.

[Simmons arrived 10:37 a.m.]

Motion by Scharenbroich, second by Fisher to recommend to the Commission ad valorem funding of projects 1, 2, 4, and 5, and a call for a public hearing to take public comment. *Motion carried unanimously.* [NOTE, IN ALL CASES THE INTENT IS TO REQUEST LEVY FUNDS IN 2018, WITH RECEIPT OF REQUESTED FUNDS IN 2019.]

E. BWSR Pilot Funding Project.

A third "pre-meeting" of watershed administrators was held March 30, 2018 to discuss options for allocating the Metro Area One Water One Plan (1W1P) Watershed-Based Funding Pilot Program dollars over the next few years. In addition, a Mississippi Basin committee and a chloride committee met to discuss potential programming. Juntunen attended for the watersheds. As a reminder, Hennepin County will be receiving \$1.018 million for the next two years, to be expended by December 31, 2021. The group will refine options and develop recommendations for the formal planning meeting, 1:30 p.m., May 16, 2018, Plymouth Library, to which all eligible entities will be invited by Hennepin County.

The Mississippi Basin watersheds will be meeting once more before the formal planning meeting to refine the project prioritization criteria. Each WMO submitted up to two priority projects which will be ranked by those criteria. The chloride committee will also be bracketing the potential chloride management costs so the recommended "amount off the top" is known going into the planning meeting. They will also be checking in with other counties to see if there is interest in pursuing a multi-county or Metro Area approach.

elm creek Watershed Management Commission

TAC and Regular Meeting Minutes – April 11, 2018

Page 3

Juntunen and Kujawa worked together to determine which projects should be submitted for this first round of watershed-based funding. They selected the Ranchview Wetland Restoration Project and the Hickory Drive Stormwater Improvement (lines 23 and 37). Motion by Lestina, second by Scharenbroich to approve these selections. *Motion carried unanimously.*

Scharenbroich noted that an emphasis should be placed on chloride-based projects/activities. Juntunen responded that during the first year 5% funding is anticipated, with that number increasing to 10% in the second year as activities are identified.

V. Draft Manure Management Model Ordinance/Policy.

Barta presented a draft Livestock Management Policy.* It is based on the one adopted by the Pioneer-Sarah Creek WMO. That policy references the City of Greenfield's Ordinance 2016-02* that pertains to livestock and domestic farm animals and the City of Medina's Manure Management Policy* and related ordinances. TAC members are requested to review these documents with their cities and to come back to the next TAC meeting with comments.

VI. Aquatic Vegetation Management.

Included in the meeting packet is the final draft of the Shingle Creek Watershed Management Commission's Submersed Aquatic Vegetation (SAV) Management Policy.* At an earlier meeting, Commissioners requested that Staff contact other WMOs with which they work to present the draft policy as a preliminary draft for consideration. Anderson reported that the Pioneer-Sarah Creek WMO was disinclined to consider an SAV policy at this time. This item will be postponed to a future TAC meeting.

VII. There being no further business, the meeting of the Technical Advisory Committee was adjourned at 11:30 a.m. The TAC will tentatively reconvene on Wednesday, June 13, 2018.

I. A **regular meeting** of the Elm Creek Watershed Management Commission was called to order at 11:40 a.m., Wednesday, April 11, 2018, in the Mayor's Conference Room, Maple Grove City Hall, 12800 Arbor Lakes Parkway, Maple Grove, MN, by Chairman Doug Baines.

Present were: Bill Walraven, Champlin; Sharon Meister, Corcoran; Doug Baines, Dayton; Joe Trainor, Maple Grove; Elizabeth Weir, Medina; Fred Moore, Plymouth; Kevin Jullie, Rogers; James Kujawa, Hennepin County Dept. of Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); Jeff Weiss, Barr Engineering; and Judie Anderson and Amy Juntunen, JASS.

Also present: Todd Tuominen, Champlin; Kevin Mattson, Corcoran; Rick Lestina and Mark Lahtinen, Maple Grove; Catherine Cesnik and Ben Scharenbroich, Plymouth; and Andrew Simmons, Rogers.

A. Motion by Trainor, second by Walraven to approve the **revised agenda**.* *Motion carried unanimously.*

B. Motion by Meister, second by Walraven to approve the **minutes*** of the March 14, 2018, regular meeting. *Motion carried unanimously.*

C. Motion by Moore, second by Walraven to approve the April **Treasurer's Report and Claims*** totaling \$267,085.58. *Motion carried unanimously.*

II. Open Forum.

III. Action Items.

A. **Project Review 2018-008 Hayden Hills Golf Course, Dayton**, was removed from the action agenda.

B. **Project Review 2018-010 Greenway West, Plymouth**.* This 40.2 acre site consists of five rural single family lots west of Troy Lane about 1/4 mile south of CR 47. The applicant is proposing to develop the area in two phases into 78 single family residential lots. The development must comply with the Commission's Stormwater Man-

elm creek Watershed Management Commission

TAC and Regular Meeting Minutes – April 11, 2018

Page 4

agement Plan, Rule D-Stormwater Management, Rule E-Erosion and Sediment Control, Rule F-Floodplain Alteration and Rule I-Buffer Strips. Preliminary comments were provided to the City and applicant on March 23. Acceptable revisions were subsequently provided by the applicant. Motion by Moore, second by Walraven to approve Staff's recommendations in their findings dated April 10, 2018. *Motion carried unanimously.*

C. Motion by Moore, second by Jullie to accept the preliminary **2017 Audit Report**.* *Motion carried unanimously.*

D. Motion by Walraven, second by Moore to authorize Staff to create a **Closed Project Account Policy**. *Motion carried unanimously.*

E. Motion by Weir, second by Trainor to accept the draft **2017 Annual Activity Report*** pending review and comments received by April 20. *Motion carried unanimously.*

IV. Technical Advisory Committee (TAC) Update. (Also refer to pages 1-3 of these minutes.)

A. **Cost Share Policy**.* In December the Commissioners discussed the "cap" on the maximum annual levy for Capital Improvement Projects (CIPs). Commissioners and TAC members were encouraged to discuss possibly raising the annual cap with their city personnel/councilors. After discussion at today's TAC meeting, it was a consensus of the members to recommend maintaining the cap at the current \$250,000/project, \$500,000/year. This decision was affirmed by consensus.

B. One additional new project was recommended to the Commission for addition to the Capital Improvement Program - Rush Creek Headwaters SWA BMP Implementation. Project cost is \$200,000, with the Commission's share being \$50,000, to be constructed in 2020. Motion by Weir, second by Walraven to approve the addition of this project and to call for a public meeting as part of the May 9, 2018 meeting to revise the CIP by adoption of a Minor Plan Amendment. *Motion carried unanimously.*

C. **Feasibility Reports**. The TAC members received feasibility reports on the following projects:

1. Rush Creek Main Stem Stream Restoration,* Maple Grove, \$75,000.
2. Elm Creek Stream Restoration Reach D,* Plymouth, \$212,500.
3. Elm Creek Stream Restoration Phase III,* Champlin, \$100,000.
4. Downs Road Trail Rain Garden,* Champlin, \$75,000.

The TAC accepted the reports and recommended ad valorem funding under the 2018 levy of these projects and a call for a public hearing to take public comment. *Motion carried unanimously. [NOTE, IN ALL CASES THE INTENT IS TO REQUEST LEVY FUNDS IN 2018, WITH RECEIPT OF REQUESTED FUNDS IN 2019.]*

D. A draft of the **manure management ordinance/policy*** will be transmitted to the member cities for review and comment prior to the June 13 TAC meeting.

E. Consideration of a lake **vegetation management policy*** will be postponed to a future TAC meeting.

V. New Business.

VI. Water Quality.

Vlach will give a presentation of the **watershed stream monitoring** at the May or June meeting, time allowing.

VII. Grant Opportunities and Updates.

A. **Internal Phosphorus Loading Control in Fish Lake project**. Vlach advised the Commissioners of a study being undertaken to determine the binding capacity of alum. The report should be available at the May meeting.

B. **Rush Creek Headwaters Subwatershed Assessment project**.* Wenck's April update states that the final report is being compiled and will be available for review and comment by April 11. A meeting of the Core Team will be scheduled for late April when the members will review the draft report and identified BMPs. Meetings with the Commission's TAC and the stakeholder focus group will follow.

elm creek Watershed Management Commission

Regular Meeting Minutes – February 14, 2018

Page 5

- C. **BWSR Pilot Funding Project.*** See TAC Minutes IV.E., page 2.

VIII. Education.

- A. West Metro Water Alliance (WMWA) Update.*

1. WMWA has switched over its email distribution system for the **WaterLinks e-newsletter** from Hennepin County to MailChimp. To continue to receive *WaterLinks*, or to newly subscribe, sign up at westmetrowateralliance.org/contact.html. The next issue of *Water Links* will be out in the second quarter of 2018 and will feature summer-related content.

2. In 2018 WMWA is planning to continue facilitating **native plant sales** by linking native growers with community events such as festivals, farmer's markets, and Metro Blooms workshops.

3. Included in the update are the website **Google Analytics*** for March 2018 and the **Facebook insights** for the last 28 days for WMWA.

4. The next **WMWA meetings are** scheduled for 8:30 a.m., Tuesday, May 8, 2018, and Tuesday June 12, 2018, at Plymouth City Hall.

B. **Upcoming Workshops.** Upcoming outreach events, most of which are provided by through Blue Thumb/Metro Blooms. Find out more at westmetrowateralliance.org/

1. Resilient Yard Workshops
 - a. St. Louis Park, March 29 6:00-8:30 p.m.
 - b. Champlin, April 4 6:30-9:00 p.m.*
 - c. Plymouth, April 17 6:00-8:30 p.m.*
 - d. North Minneapolis, April 28 11:00-1:30 pm
 - e. Crystal, May 10 6:00-8:30 p.m.*
 - f. Brooklyn Center, May 15 6:00-8:30 p.m.*
**Includes plant sales by Minnesota Native Landscaping*
2. Turf Alternative Workshops
 - g. St. Louis Park, April 12 6:30-8:00 p.m.
 - h. North Minneapolis, May 19 11:00-12:30 p.m.
 - i. Robbinsdale – not scheduled yet

IX. Communications.

X. Other Business.

- A. The following **projects** are discussed in the April Staff Report.* ("W" denotes wetland project.)

1. 2013-046 Woods of Medina, Medina.
2. 2014-015 Rogers Drive Extension, Rogers.
3. 2015-004 Kinghorn Outlet A, Rogers.
4. 2015-030 Kiddiegarten Child Care Center, Maple Grove.
5. 2016-002 The Markets at Rush Creek, Maple Grove.
6. 2016-004 Park Place Storage Site Plans, Corcoran.
7. 2016-005W Ravinia Wetland Bank, Corcoran.
8. 2016-026 Faithbrook Church, Dayton.
9. 2016-040 Kinghorn 4th Addition, Rogers.
10. 2016-047 Hy-Vee Maple Grove #1, Maple Grove.
11. 2016-052 The Woods at Rush Creek, Maple Grove.
12. 2017-014 Laurel Creek, Rogers.
13. 2017-016 Territorial Woods, Maple Grove.
14. 2017-017 Mary Queen of Peace Catholic Church, Rogers
15. 2017-019 Medina Senior Living Community, Medina.

elm creek Watershed Management Commission

TAC and Regular Meeting Minutes – April 11, 2018

Page 6

16. 2017-021 Hindu Society of MN Staff Housing, Maple Grove.
17. 2017-029 Brayburn Trails, Dayton.
18. 2017-030 Brindle Path, Medina.
19. 2017-031 Bass Lake Crossing, Corcoran.
20. 2017-034 Plymouth Memory Care, Plymouth.
21. 2017-035 Weston Woods of Medina PUD.
22. 2017-036 Enclave at Elm Creek, Plymouth.
23. 2017-037 L-80 Lift Station MCES, Corcoran.
24. 2017-038 Bass Lake Estates, Corcoran.
25. 2017-039 Rush Creek Apartments, Maple Grove.
26. 2017-044 Reserve at Medina 2nd Addition, Medina.
27. 2017-045 Fish Lake Estates, Maple Grove.
28. 2017-046W Wessell Wetland Delineation, Corcoran.
29. 2017-048W Ebert Parcel Wetland Delineation, Corcoran.
30. 2017-049W Rolling Hills Wetland Delineation, Corcoran.
31. 2017-050W Ernie Mayer Wetland/floodplain violation, Corcoran.*
32. 2017-051 Mallard South 2nd Addition, Rogers.
33. 2017-053 Sunrise Solar Garden, Corcoran.
34. 2018-001 Rush Creek Commons, Maple Grove.*
35. 2018-002 Highway 169 Pedestrian Bridge/Trail, Champlin.
36. 2018-004 Rush Creek Restoration Project, Maple Grove.
37. 2018-005 Sundance Greens, Dayton.
38. 2018-007 Copper of Nottingham, Maple Grove.
39. 2018-008 Hayden Hills Golf Course Subdivision, Dayton.*
40. 2018-009 NW Greenway Trail Phase IV, Plymouth.
41. 2018-010 Greenway West, Plymouth.*
42. 2018-011 Rush Creek Run, Corcoran.

B. Adjournment. There being no further business, motion by Walraven, second by Trainor to adjourn.
Motion carried unanimously. The meeting was adjourned at 12:28 p.m.

Respectfully submitted,



Judie A. Anderson, Recording Secretary
JAA:tim

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