

elm creek Watershed Management Commission

ADMINISTRATIVE OFFICE
3235 Fernbrook Lane • Plymouth, MN 55447
PH: 763.553.1144 • email: judie@jass.biz
www.elmcreekwatershed.org

May 1, 2024

Representatives

and

Technical Advisory Committee Members
Elm Creek Watershed Management Commission
Hennepin County, Minnesota

The meeting packet for this meeting may be found on the Commission's website:
<http://www.elmcreekwatershed.org/minutes-meeting-packets.html>

Dear Representatives and Members:

A regular meeting of the Elm Creek Watershed Management Commission will be held on **Wednesday, May 8, 2024, at 11:30 a.m.** at Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN. This month we will meet in **CLASSROOM 2B**, on the upper level, where we met last month.

During the regular meeting, following Open Forum, the Commissioners will receive comments regarding their proposed 2024 CIP, including a Minor Plan Amendment to revise the cost of one project for 2024 and add two projects to year 2025 (see attachment).

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

Please email me at judie@jass.biz with any comments on the proposed Minor Plan Amendment and to confirm whether you or your Alternate will be attending the regular meeting.

Thank you.



Judie A. Anderson
Administrator
JAA:tim

Encls: Meeting Packet

cc:	Alternates	Erik Megow	Diane Spector	James Kujawa	Rebecca Carlson
	TAC Members	Karen Galles	Kris Guentzel	Kevin Ellis	Brian Vlach
	City Clerks	DNR	BWSR	Met Council	MPCA
	Reviewing Agencies			Official Newspaper	

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

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AGENDA Technical Advisory Committee May 8, 2024 | 11:00 a.m.

1. Call to Order.
 - a. Approve agenda.*
 - b. Approve minutes of last meeting.*
2. Proposed 2025 Operating Budget.*
3. 2024 CIP.*
4. Other Business.
5. Next TAC meeting – _____.
6. Adjournment.

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*in meeting packet
**available at meeting

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Technical Advisory Committee Meeting Minutes | April 10, 2024

I. A meeting of the **Technical Advisory Committee (TAC)** of the Elm Creek Watershed Management Commission was called to order at 10:05 a.m., Wednesday, April 10, 2024, in the Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN, by Chair Derek Asche.

Present: Heather Nelson, Champlin; Kent Torve, Stantec, Cororan; Josh Accola, Stantec, Dayton; Derek Asche, Maple Grove; Rebecca Haug, WSB, Medina; Ben Scharenbroich, Plymouth; Andrew Simmons, Rogers; Diane Spector, Erik Megow, and Tom Beneke, Stantec; Kevin Ellis, Hennepin County Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); and Judie Anderson, JASS.

Also present: Ken Guenthner, Corcoran, and Doug Baines, Dayton.

II. Motion by Haug, second by Scharenbroich to approve the **Agenda** as presented. *Motion carried unanimously.*

III. Motion by Scharenbroich, second by Simmons to approve the **Minutes** of the March 13, 2024, meeting. *Motion carried unanimously.*

IV. **2024 PRELIMINARY CIP.**

Included in the meeting packet is Staff's April 4, 2024, memo* showing Table 2, a preliminary CIP reflecting comments received to date. The CIP shows projects expected to be levied in either 2024 or 2025 as well as those levied in 2023. Planned projects where the completion date is currently unknown or not scheduled are shown as "future."

No plan amendment is necessary to either reschedule projects from year to year or if the estimated cost increases by less than 125%. Smaller projects where the Commission's share is \$50,000 or less should be directed to the Cost Share program rather than the CIP. That account has an estimated balance of \$150,000.

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.

Prior to or at the meeting, requests were received that two projects in Plymouth (Meadows Playfield and Brockton Lane Water Quality Improvements) and one project in Champlin (Reconstruct Bridge at Cartway and Elm Creek) be moved from 2024 to Unspecified Future Year; and one project in Maple Grove (Oxbow Trail Rush Creek Stabilization) be moved from 2024 to 2025. Champlin requested that the cost estimate for the Cartway Bridge be updated and that the proposed Mill Pond BMPs project be removed from the CIP. No plan amendment is necessary for these revisions.

The City of Dayton has submitted two projects to add to the CIP for 2025: a Diamond Lake drawdown/alum treatment and a French Lake drawdown/alum treatment. Both of these projects were recommendations in the Diamond Creek Subwatershed Assessment and some preliminary conceptual design work has already been completed. The associated Exhibit A's* are included in the meeting packet.

The City of Maple Grove requests that the Rush Creek Hollow Stream Restoration project cost be increased from \$1 million to \$1.6 million. This project was originally submitted at \$1.6 million but was reduced to \$1 million at the time the CIP was revised in 2023. An updated Exhibit A* for that project is also attached.

Both the Dayton and Maple Grove CIP revisions require a Minor Plan Amendment (MPA). The MPA process includes notifying the member cities, county, and review agencies of the proposed amendment, and considering the requests and any comments received at a *public meeting*.

Motion by Scharenbroich, second by Nelson to recommend to the Commission that it proceed with the MPA process and set time within the next regular meeting, May 8, 2024, for that public meeting.

V. DRAFT SOUTH FORK RUSH CREEK SWA.*

Last April, the Commission authorized development of a subwatershed assessment for the South Fork Rush Creek drainage area. This study was funded \$59,716 from Watershed-Based Implementation Funding (WBIF), \$4,976 from Commission funds, and \$1,659 from the benefitting cities. A draft of the SWA report* is being presented at today's TAC and Commission meetings for review and comment. The work plan calls for an optional Open House upon completion of the draft.

The lower reach of South Fork Rush Creek is an Impaired Water for excess *E. coli* bacteria and chloride. This reach as well as a short segment of South Fork upstream and an Unnamed Tributary have impaired fish and/or macroinvertebrate communities. Excess nutrient concentration was identified as a primary stressor, and excess sediment as a secondary stressor. The watershed-wide TMDL includes required reductions in bacteria and total phosphorus in the streams.

A core team of technical staff from the Commission, Hennepin County, and the cities of Corcoran, Maple Grove, and Medina met to review existing conditions and potential Best Management Practices (BMPs) in this mainly agricultural and rural residential area. With their input, Staff narrowed the BMPs down to those that appear to be most technically feasible and ranked the various types of practices based on their cost effectiveness at reducing nutrient and sediment pollution. Staff also identified properties that may have older individual septic sewer systems in proximity to ditches and streams, and fields that are likely tile-drained, which may be at a higher risk of delivering nutrients and sediment to receiving waters.

A draft copy of the report, including tables and figures depicting this information, is available on the Commission's website. For ease of use, all of this data is also available in an online [interactive map](#). The map layer labeled "Prioritized BMPs" shows the top five most cost-effective practices by type, while "Potential BMPs identified" shows those that were determined after ground truthing to be technically feasible but not necessarily the highest priority. Those could be considered "opportunistic"

BMPs that might make sense to do in conjunction with other work. There are various other map layers showing data considered in the analysis and other helpful information such as future MUSA boundaries. The study also includes BMPs identified in a Hennepin County Ditch #3 inspection report, and a potential stream assessment identified in previous Commission stream inspections.

Beneke led the discussion which focused on identifying and prioritizing potential projects and then further prioritizing them by feasibility and availability of funding. It was also suggested that an executive summary of the study be created for presentation to the appropriate City Councils.

[Torve departed 11:05 a.m.]

VI. OTHER BUSINESS.

The next Technical Advisory Committee meeting is scheduled for May 8, 2024.

There being no further business, the meeting was adjourned at 11:15 a.m.

Respectfully submitted,



Judie A. Anderson
Recording Secretary
JAA:tim

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To: Elm Creek WMO Commissioners/TAC
From: Budget Committee
Date: May 2, 2024
Subject: Proposed 2025 Budget

**Recommended
Commission Action**

Review and discuss. You may move adoption of the proposed 2025 budget with any proposed revisions from the floor or hold over for action at the June 12 meeting.

According to the Joint Powers Agreement, the Commission must on or before June 15 of each year adopt a budget for the coming year. Typically, the Commission considers a preliminary budget in May of each year, either adopting it at the May meeting or holding over action to the June meeting. The budget must be transmitted along with notice of the apportionment of costs to each city by July 1. Member cities then have until August 15 to comment on or raise objections to the budget. If no objections are submitted, the budget proceeds as adopted. If objections are submitted in writing, then the Commission must hold a public hearing to consider modifying the budget or proceeding with no change.

The draft budget is presented to you for your review and discussion. If you are comfortable, you may elect to adopt the budget with any revisions agreed to at the May 8 meeting, or you may hold over approval until the June 12 meeting.

The proposed budget shown in Table 1 separates the operating expenses from the capital and other non-operating expenses and revenues, which are accounted for separately and which will be reviewed in June. This separation allows you to more clearly determine if your assessments and project review fees are adequately funding operating expenses, or whether you are operating a deficit or surplus. It is analogous to a governmental General Fund budget rather than an all funds, balance sheet style.

The 2025 budget as proposed is a continuation of the programs and activities undertaken in 2024, with some slight modifications. Figure 1 shows the proposed operating budget by expenditure category, while Table 1 shows the proposed operating budget by line item. The overall proposed 2025 operating budget is about a \$3,800 decrease over the 2024 budget, mainly due to some assumptions about project review costs. However, some budget modifications are proposed:

1. The budget includes a proposed increase in the administrative budget, which has only been modestly increased in the past several years. In the meantime, there has been an increase in the number of TAC, WBIF, and other meetings and project and grant accounting has grown more complex.
2. The costs and revenues shown for project reviews in 2025 are based on the revised fee structure and our experience over the last few years. Some of the previous budgets simply brought forward old numbers, and in some cases overestimated costs and potential revenues.

3. Some adjustments have been made to individual line items based on past experience and based on the increasing cost of doing business.
4. One source of revenue that has in the past helped to subsidize the member assessments is investment interest. A combination of higher interest rates and a significant fund balance resulted in significant interest income in past years. As projects are completed and the Commission pays out levy and grant funds for those projects, interest earnings will fall.

The 2025 budget as proposed includes a 4.7% increase in city assessments. There was no increase in 2024. The proposed 2025 budget assumes a \$15,000 contribution from cash reserves. The Commission’s Comprehensive Fund Balance Policy requires that the Commission maintain a cash reserve equal to either 50% of annual operating revenues or five months of operating expenses. Using the 2024 budget, that minimum reserve balance would be about \$157,000. According to the annual audit, the Unrestricted Fund Balance at the end of 2022 was \$141,927. However, there was also an unusually high project review fees escrow liability of nearly \$80,000 that had not yet been collected. While the 2023 year-end balance is still under audit, it appears likely that the Commission currently maintains more than adequate cash reserves, especially since it appears at year end the budget ended with a \$58,000+ surplus due to interest earnings. We expect to have updated balance figures at the June meeting.

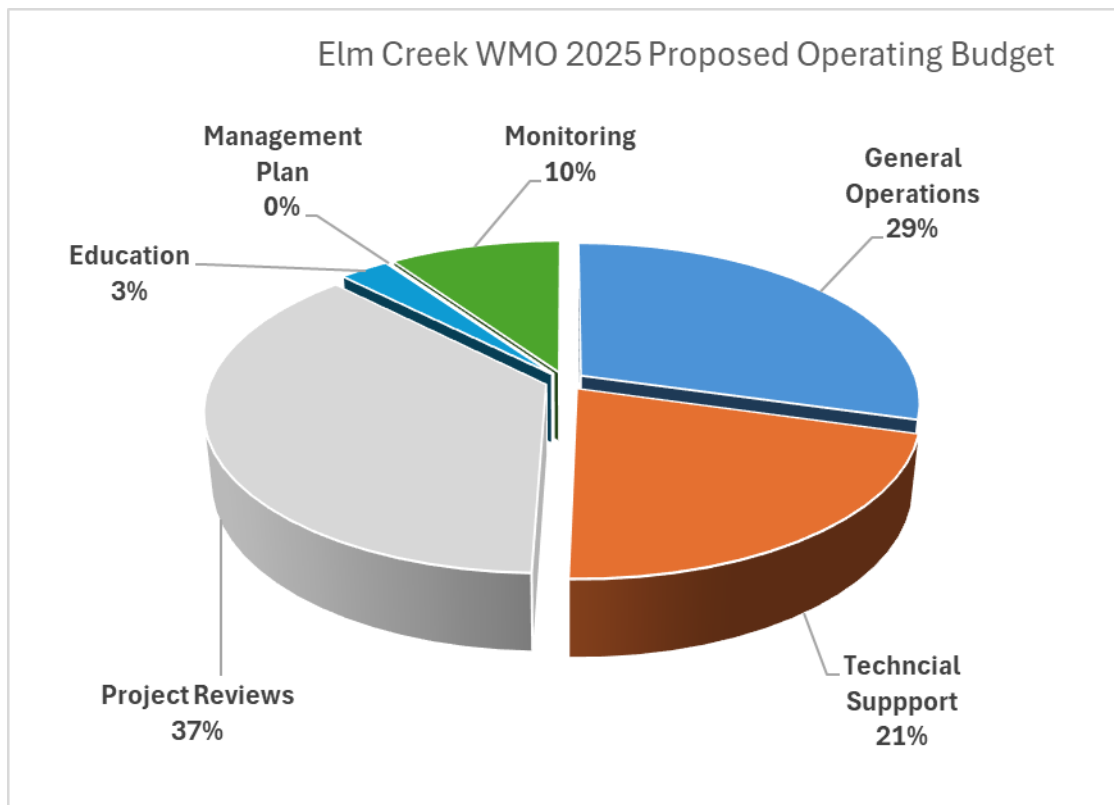


Figure 1. Proposed 2025 operating budget by expenditure category.

City Assessments

Table 2 details the proposed member city assessments for 2025 compared to previous years. The 2025 assessments are based on the revised legal boundary. It is not possible to do an apples-to-apples comparison of 2024 to 2025 to evaluate the impact of the boundary change on the assessments. However, Table 3 may provide some helpful context. There were 1146 acres (600 parcels) that moved out of West Mississippi and into Elm Creek, mostly from Champlin, and only 52 acres that moved from Elm Creek into West Mississippi. Shingle Creek gained 60 acres from Elm Creek, but 627 acres moved from Shingle Creek into Elm Creek, mostly in Plymouth. About 550 acres moved out of Elm Creek into Bassett Creek, mostly from Plymouth. The net impact was an increase in the Elm Creek watershed legal boundary area of almost 0.4 square miles.

Table 3 shows the area by city before and after the boundary change. Note that the percent of watershed area changed slightly, most notably in Champlin, but that is still less than one-half percent.

Assessments are based on share of taxable market value, and the table shows the taxable market value within each city's share of the watershed for 2024 compared to the 2023 value prior to the boundary change. While there is some variability year to year in market value and that variability is uneven across the cities, it is likely that a good share of the annual change this year was from the boundary revision. For example, if 500 of the 600 Champlin parcels that moved from West Miss to Elm were \$400,000 homes, that would increase the overall market value of Champlin's share of the watershed by 500*\$400,000 or \$200,000,000. The actual change between years was \$262,436,800.

Table 3. Area and market value changes before and after legal boundary revision.

City	Area (sq mi)			% of watershed		Taxable market value			% of watershed	
	Old	New	Change	Old	New	Old (2023)	New (2024)	Change	Old	New
Champlin	3.08	3.68	16.3%	2.4%	2.8%	\$898,761,000	\$1,161,197,800	22.6%	4.0%	5.1%
Corcoran	36.06	36.07	0.0%	27.6%	27.5%	1,808,292,200	1,806,478,300	-0.1%	8.0%	8.0%
Dayton	25.17	25.08	-0.4%	19.3%	19.1%	2,031,786,500	2,038,390,200	0.3%	9.0%	9.0%
Maple Grove	26.32	26.06	-1.0%	20.2%	19.9%	10,043,624,100	10,089,589,600	0.5%	44.7%	44.5%
Medina	9.34	9.37	0.3%	7.2%	7.2%	1,680,727,800	1,684,881,900	0.2%	7.5%	7.4%
Plymouth	4.44	4.51	1.6%	3.4%	3.4%	2,671,442,700	2,570,902,100	-3.9%	11.9%	11.3%
Rogers	26.2	26.2	0.0%	20.1%	20.0%	3,339,194,100	3,340,724,100	0.0%	14.9%	14.7%
TOTAL	130.61	130.97				\$22,473,828,400	\$22,692,164,000			

Table 1. Proposed 2025 budget.

Line	Category	2023 Budget	2023 Pre-Audit	2024 Budget	Proposed 2025 Budget
EXPENSES					
GENERAL OPERATING EXPENSES					
1	Administrative	100,000	117,144	100,000	120,000
2	Grant Writing	0	0	3,000	3,000
3	Website	2,000	1,414	2,000	2,000
4	Legal Services	2,000	589	2,000	2,000
5	Audit	6,500	6,800	7,000	7,200
6	Insurance	4,000	3,551	4,000	4,000
7	Meeting Expense	0	1,753	4,800	6,000
	Subtotal General Operating Expenses	\$114,500	\$131,251	\$122,800	\$144,200
TECHNICAL SUPPORT					
8	Tech support - HCEE	20,000	19,684	22,000	25,000
9	General Technical Services	70,000	89,846	75,000	78,000
	Subtotal Technical Support	\$90,000	\$109,530	\$97,000	\$103,000
PROJECT REVIEWS					
10	Technical Reviews	184,000	107,569	184,000	162,000
11	Administrative Support	16,000	16,173	21,250	20,000
	Subtotal Project Reviews	\$200,000	\$123,742	\$205,250	\$182,000
EDUCATION					
12	Education - City/Citizen Programs	2,000	843	2,000	2,000
13	West Metro Water Alliance	11,500	9,000	11,500	11,500
	Subtotal Education	\$13,500	\$9,843	\$13,500	\$13,500
WATERSHED MANAGEMENT PLAN					
14	Plan Amendments	2,000	580	2,000	500
15	Contribution to 4th Generation Plan	12,500	12,500	12,500	0
	Subtotal Watershed Management Plan	\$14,500	\$13,080	\$14,500	\$500
WATER MONITORING PROGRAMS					
	<i>Stream Monitoring</i>				
16	USGS Site Share	24,000	32,400	12,500	21,520
17	TRPD-Routine Monitoring	10,020	10,020	10,020	10,020
18	Biological Monitoring	4,500	0	0	0
19	DO Longitudinal Survey	2,400	0	2,400	2,400
20	Partnership Biomonitoring	2,000	0	0	0
21	Gauging Station - Electric Bill	440	389	480	480
	Subtotal Stream Monitoring	\$43,360	\$42,809	\$25,400	\$34,420
	<i>Lake Monitoring</i>				
22	CAMP	840	0	840	840
	TRPD				
23	Sentinel Lakes + Additional Lake	10,412	10,412	10,412	10,420
24	Aquatic Vegetation Surveys	1,365	1,365	1,365	1,365
	Subtotal Lake Monitoring	\$12,617	\$11,777	\$12,617	\$12,625
	<i>Other Monitoring</i>				
25	Macroinvertebrate Monitoring-River Watch	0	0	3,000	0

Line	Category	2023 Budget	2023 Pre-Audit	2024 Budget	Proposed 2025 Budget
	Subtotal Other Monitoring	\$0	0	3,000	0
	Subtotal Monitoring Expense	\$55,977	\$54,586	\$41,107	\$47,045
TOTAL GEN OPERATING EXP		\$488,477	\$442,032	\$494,067	\$490,245
REVENUE					
GENERAL OPERATING REVENUE					
26	Membership Dues	250,000	250,000	250,000	261,745
27	Interest Income	500	86,477	10,000	25,000
28	Dividend Income	250	0	0	0
29	From Cash Reserves	0	0	0	15,000
30	TRPD Cooperative Agreement	6,500	6,500	6,500	6,500
	Subtotal General Operating Revenue	\$257,250	\$342,977	\$266,500	\$308,245
PROJECT REVIEW REVENUE					
31	Project Review Fees	184,000	139,511	184,000	162,500
32	Nonrefundable Admin	16,000	7,153	21,250	7,500
33	Nonrefundable Tech	17,000	10,905	27,600	12,000
	Subtotal Project Review Revenue	\$217,000	\$157,569	\$232,850	\$182,000
TOTAL GEN OPERATING REVENUE		\$474,250	\$500,546	\$499,350	\$490,245
OPERATING SURPLUS OR (DEFICIT)		(\$14,227)	\$58,514	\$5,283	0

2025 Budget Explanation

Line	Comment
EXPENSES	
1	This line item is to provide administrative support (scheduling, minutes, etc.) for regular Commission and TAC meetings and any other meetings that require support, as well as general administrative duties such as bookkeeping, notices, mailings, and correspondence.
2	The cost of writing grants and doing grant reporting. This separate line item was new in 2024.
3	The annual cost of hosting the Commission’s website and general content updates.
4	The legal cost of reviewing, drafting policies and variances, reviewing contracts and agreements.
5-6	The cost of the required annual financial audit and insurance.
7	The cost of room rental and lunch for the monthly meetings, which has increased when the meetings moved to the Plymouth Community Center.
8	The annual contract cost for education and outreach activities provided by Hennepin County Environment and Energy (HCEE) staff working with landowners to address erosion issues and implement conservation. Public engagement, answering landowner’s general land and water resource management questions, and best management practice (BMP) project development, design, and construction. Proposed to increase from the 2024 contracted amount of \$22,000 to \$25,000.
9	This line item is for general engineering support, including preparation for and attendance at Commission and TAC meetings, general day to day technical and engineering assistance, special projects, the budget and CIP, etc.
10	This line item is for project reviews, review of Local Water Management Plans and Comprehensive Plan amendments and updates, and general inquiries about past and upcoming projects. It is difficult to predict what the expense for a coming year will be, as it is based on the number of project reviews, inquiries, etc. received. The proposed budget is based on an estimated 50 project reviews each year. This expenditure is mostly offset by the project review fees.

Line	Comment
11	This line item is for administrative support of project reviews, including correspondence, tracking, bookkeeping, and invoicing. This expenditure is mostly offset by the project review fees.
12	Ongoing outreach and education costs not undertaken through WMWA.
13	The Commission participates in the West Metro Water Alliance (WMWA), and contributes to funds to support coordinated messaging, workshops, classroom activities, and special projects on a regional basis.
14	The cost of undertaking periodic minor plan amendments, usually to revise the CIP or adjust the development rules and standards. Cost is typically publication costs and staff time to develop the amendment documents.
15	The Commission's 3 rd Generation Plan expires on October 23, 2025. Work on the 4 th Generation Plan has commenced and is expected to be completed in 2025, from funds previously budgeted for this purpose.
16	The Commission jointly funds the operation of the USGS gauging station in Elm Creek Park near Elm Creek Road. This is billed biennially but budgeted annually. The 2025 budget assumes the \$12,500 budget in 2024 will be carried forward to offset the estimated \$34,020 expense.
17-19	The Commission contracts with Three Rivers Park District (TRPD), which provides flow and water quality monitoring at three locations in the watershed. There has been limited biological sampling; the current TMDL review will make recommendations for future sampling. The TRPD contract also includes funding for two longitudinal surveys of dissolved oxygen (DO) in impaired streams, which include taking a sequence of DO readings along points in the stream very early in the morning when DO is at its lowest, from an upstream point to a downstream point of interest. This shows a gradient of DO in the stream.
21	The Commission is responsible for the cost of electricity to the USGS gauging station.
24	Volunteer lake monitoring through the Met Council's Citizen Assisted Monitoring Program (CAMP). One lake is monitored per year.
23-24	The Commission contracts with TRPD to perform water quality monitoring and aquatic vegetation surveys on six lakes per year. The data is summarized in an annual report.
25	Volunteer macroinvertebrate monitoring coordinated by HCEE. The County is reconfiguring the program and we have not been notified whether to budget for this in 2025.
REVENUES	
26	Annual assessments to the member cities to pay the operating expenses of the Commission. Assessments are apportioned based on taxable market value of land within the watershed. Assessments did not increase 2020-2022, went up 5.4% in 2023 and did not increase in 2024. The proposed 2025 apportionment would be a 4.7% increase, compared to the current 3.4% inflation rate.
27	The amount of interest earnings varies based on interest rate and the balance carried by the Commission in its 4M Fund. Even though the interest rate is low, the current balance is substantial.
28	Income received as dividends. In recent years it has not been logged as separate income but has offset the annual insurance costs.
29	Since the Commission currently has a cash reserve in excess of its fund balance policy, it is proposed for 2025 to use some cash reserves to minimize increases in membership dues.
30	The Commission's contract with TRPD includes reimbursement from the Park District to the Commission for the value of services provided.
31	The application fee structure is intended to recover the cost of completing current project reviews. While the fees do not fully fund that activity, they are set and periodically reviewed and adjusted to recover a majority of the cost. It is difficult to predict and budget for project review revenues and fees because it varies based on the economy. This assumes 50 project reviews in 2025.
32	The Commission's project review fee includes a \$250 baseline fee and a nonrefundable fee of 5% of the total review fee to cover the costs of administration.
33	The Commission's project review fee includes a nonrefundable fee of 8% of the total review fee to cover the costs of general technical services.

Table 2. Proposed 2025 member city allocations compared to previous years.

2023	2022 Taxable Market Value	2023 Budget Share		Increase over Prev Year	
		%age	Dollars	%age	Dollars
Champlin	807,005,389	3.942	9,854	0.05	505
Corcoran	1,544,836,780	7.546	18,864	0.05	2,539
Dayton	1,644,909,207	8.034	20,086	0.05	4,573
Maple Grove	9,535,464,544	46.575	116,436	0.05	2,581
Medina	1,515,134,760	7.400	18,501	0.05	96
Plymouth	2,517,439,300	12.296	30,740	0.05	1,486
Rogers	2,908,759,834	14.207	35,519	0.05	921
Totals	20,473,549,814	100.000	250,000	0.00%	12,700
2024	2023 Taxable Market Value	2024 Budget Share		Increase over Prev Year	
		%age	Dollars	%age	Dollars
Champlin	898,761,000	3.999	9,998	0.01	144
Corcoran	1,808,292,200	8.046	20,116	0.07	1,252
Dayton	2,031,786,500	9.041	22,602	0.13	2,516
Maple Grove	10,043,624,100	44.690	111,726	-0.04	-4,711
Medina	1,680,727,800	7.479	18,697	0.01	195
Plymouth	2,671,442,700	11.887	29,717	-0.03	-1,023
Rogers	3,339,194,100	14.858	37,145	0.05	1,627
Totals	22,473,828,400	100.000	250,000	0.00%	0
2025	2024 Taxable Market Value	2025 Budget Share		Increase over Prev Year	
		%age	Dollars	%age	Dollars
Champlin	1,161,197,800	5.117	13,394	0.3397	3,396
Corcoran	1,806,478,300	7.961	20,837	0.0359	721
Dayton	2,038,390,200	8.983	23,512	0.0403	910
Maple Grove	10,089,589,600	44.463	116,379	0.0417	4,654
Medina	1,684,881,900	7.425	19,434	0.0395	738
Plymouth	2,570,902,100	11.329	29,654	-0.0021	-63
Rogers	3,340,724,100	14.722	38,534	0.0374	1,389
Totals	22,692,164,000	100.000	261,745	0.04698	11,745

To: Elm Creek WMO Commissioners
Elm Creek TAC

From: Erik Megow, PE
Diane Spector

Date: May 2, 2024

Subject: Proposed Minor Plan Amendment

**Recommended TAC/
Commission Action**

TAC: Review proposed Minor Plan Amendment and make a recommendation to the Commission.

Commission: Consider a Minor Plan Amendment to add projects to the CIP.

The Elm Creek Watershed Management Commission on April 10, 2024 initiated a Minor Plan Amendment to the Third Generation Watershed Management Plan. This revision adds two projects to the CIP and revises the cost of one existing project. This proposed revision is set forth in the attached Notice of Minor Plan Amendment. The full CIP encompassing the proposed revisions as well as other housekeeping revisions proposed by the cities is attached for information.

The purpose of the May 8, 2024 meeting is to discuss the proposed minor plan amendment and any comments received prior to or at a public meeting. (Note this is not a formal public hearing.) After that discussion, the Commission may consider a resolution adopting the Minor Plan Amendment contingent on County Board approval of the CIP portion of Minor Plan Amendment, which will be heard at a County Board hearing in June-August 2024. As of this date, no comments have been received.

Requested Revisions

The City of Dayton has submitted two projects to add to the CIP for 2025: a Diamond Lake drawdown/alum treatment and a French Lake drawdown. Both these projects were recommendations in the Diamond Creek Subwatershed Assessment, and some preliminary design work has been completed. The Exhibit A's are attached.

The City of Maple Grove requests that the Rush Creek Hollow Stream Restoration project cost be increased from \$1 million to \$1.6 million. Note that it was originally submitted at \$1.6 million but was reduced to \$1 million at the time the CIP was revised in 2023.

**Notice of Minor Plan Amendment
Elm Creek Watershed Management Commission**

The Elm Creek Watershed Management Commission proposes to amend its *Third Generation Watershed Management Plan* to adopt revisions to Table 4.5 of that document - the Capital Improvement Program (CIP) – to add two projects and update the estimate cost of another, and to revise Appendix G, to add a description of the added projects.

The proposed minor plan revision is shown as additions (underlined) or deletions (~~strike outs~~).

Table 4.5. Elm Creek WMC Third Generation Plan Capital Improvement Program is hereby revised as follows:

Description	Location	Priority	Project Cost	Partners	Funding Source(s)	Commission Share	Commission Share
						2024	2025
Rush Creek Stream Restoration-Rush Hollow	Maple Grove	H	\$1,000,000 <u>\$1,600,000</u>	Maple Grove	City, levy	\$250,000 <u>\$400,000</u>	
<u>Diamond Lake Drawdown/Alum</u>	<u>Dayton</u>	<u>H</u>	<u>\$1,104,670</u>	<u>Dayton</u>	<u>City, levy</u>		<u>\$276,170</u>
<u>French Lake Drawdown</u>	<u>Dayton</u>	<u>H</u>	<u>240,700</u>	<u>Dayton</u>	<u>City, levy</u>		<u>\$60,175</u>

Appendix G, CIP Descriptions is hereby revised as follows:

Diamond Lake Drawdown and Alum Treatment. Whole lake drawdown followed by alum treatment and aquatic vegetation management in Diamond Lake to consolidate sediments, reduce nutrient release from sediments, and control invasive curly-leaf pondweed.

French Lake Drawdown. Whole lake drawdown to consolidate sediments, reduce nutrient release from sediments, and control invasive curly-leaf pondweed and reduce the export of nutrients from the lake into Diamond Creek.

Table 2. Elm Creek Third Generation Plan CIP as of May 2024.

CAPITAL IMPROVEMENT PROGRAM	Location	2023	2024	2025	Future	Comment
Cost Share Program	Varies	200,000	200,000	200,000	200,000	
Commission Contribution		100,000	100,000	100,000	100,000	
Local Contribution		100,000	100,000	100,000	100,000	
Partnership Cost-Share BMP Projects	Varies	50,000	50,000	50,000	50,000	
Commission Contribution		50,000	50,000	50,000	50,000	
S Fork Rush Creek Restoration	Maple Grove	3,250,000				
Commission Contribution		406,250				Levied in 2023
Local Contribution		2,437,500				
CSAH 12/Dayton River Rd Ravine Stab	Dayton	1,329,400				
Commission Contribution		110,000				Levied in 2023
Local Contribution		1,219,400				
Downtown Pond Exp & Reuse	Rogers	406,000				Levied in 2023
Commission Contribution		101,500				
Local Contribution		304,500				
Rush Creek Resto- Rush Hollow	Maple Grove		1,000,000 600,000			Added by MPA in 2023
Commission Contribution			250,000 400,000			Proposed project cost increase in 2024
Local Contribution			750,000 1,200,000			
Fox Cr, South Pointe	Rogers		90,000			
Commission Contribution			22,500			Should be submitted to cost share
Local Contribution			67,500			
<u>Diamond Lake Drawdown/Alum</u>	<u>Dayton</u>			<u>1,104,670</u>		Requested by Dayton 3/29/24
<u>Commission Contribution</u>				<u>276,170</u>		
<u>Local Contribution</u>				<u>828,500</u>		
<u>French Lake Drawdown/Alum</u>	<u>Dayton</u>			<u>240,700</u>		Requested by Dayton 3/29/24
<u>Commission Contribution</u>				<u>60,175</u>		
<u>Local Contribution</u>				<u>180,525</u>		

CAPITAL IMPROVEMENT PROGRAM	Location	2023	2024	2025	Future	Comment
The Meadows Playfield	Plymouth				5,300,000	Moved by city request from 2024
Commission Contribution					250,000	To Future per Ben S 4/1/24
Local Contribution					5,050,000	
Brockton Ln WQ Improv	Plymouth				150,000	Moved by city request from 2024
Commission Contribution					37,500	To Future at 3/13/24 TAC meeting
Local Contribution					112,500	
Recon Bridge at Cartway and Elm Cr	Champlin				2,160,000 950,000	Moved by city request from 2024
Commission Contribution					250,000 237,500	To 2026 per H Nelson 4/1/24
Local Contribution					1,910,000 712,500	Updated cost at 4/10 mtg
Eastman Ctr Oxbow Tr Rush Ck Stabil	Maple Grove			100,000		Moved by city request from 2024
Commission Contribution				25,000		To 2025 at 3/13/24 TAC meeting
Local Contribution				75,000		
Ranchview Wetland Restoration	Maple Grove				2,500,000	
Commission Contribution					250,000	
Local Contribution					2,250,000	
Goose Lake Rd Area Infiltr Improv	Champlin				200,000	
Commission Contribution					50,000	
Local Contribution					150,000	
Mill Pond BMPs WQ Project Area	Champlin				200,000	Removed by H Nelson at 4/10 mtg
— Commission Contribution	-				50,000	
— Local Contribution	-				150,000	
Lemans Lake Water Quality Improv	Champlin				100,000	
Commission Contribution					25,000	
Local Contribution					75,000	
TOTAL PROJECT COST		5,235,400	1,940,000	1,695,370	10,860,000	
TOTAL COMMISSION SHARE		767,750	572,500	511,345	1,062,500	
TOTAL CITY SHARE		4,061,400	1,367,500	1,184,025	9,797,500	