



Bassett Creek Water Management Commission

A g e n d a

WATERSHED TOUR

**Thursday, June 20, 2002
12:00 Noon**

**Golden Valley City Hall
7800 Golden Valley Road**

Call to Order

Presentation of May Minutes

Presentation of Financial Statements

Presentation of Invoices for Payment Approval

Communications

Chairman

- **Citizen Input on Non-Agenda Items**

Counsel

Corps of Engineers

Commissioners

Engineer

New Business

- **Metropolitan Council CAMP Agreement**
- **Robbinsdale Street Reconstruction: Robbinsdale**
- **Glenwood Inglewood Waters-Retaining Wall: Minneapolis**

Old Business

- **2003 Budget – Member City Comments**
- **Second Generation Plan Update**
 - **Capital Improvements Program comments**
 - **Advisory Groups Recommendations table comments**

July Meeting

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Adjournment

Bassett Creek Water Management Commission

Minutes of the Meeting of May 16, 2002

Call to Order

The Bassett Creek Water Management Commission was called to order at 12:00 p.m., Thursday, May 16, 2002, at the City of Golden Valley City Hall by Chairman O'Toole.

Roll Call

<i>Crystal</i>	Not represented	<i>Counsel:</i> Charlie LeFevere
<i>Golden Valley</i>	Commissioner David Hanson, Treasurer	<i>Engineer:</i> Len Kremer
<i>Medicine Lake</i>	Commissioner John O'Toole, Chairman	<i>Recorder:</i> Pat Schutrop
<i>Minneapolis</i>	Commissioner Mike Welch	
<i>Minnetonka</i>	Commissioner Bill Yaeger, Secretary	
<i>New Hope</i>	Commissioner Vincent Vander Top	
<i>Plymouth</i>	Commissioner Elizabeth Thornton	
<i>Robbinsdale</i>	Commissioner Karla Peterson	
<i>St. Louis Park</i>	Commissioner Mike Rardin	

Also present:

- Karla Anderson, Alternate Commissioner, City of Plymouth
- Lee Gustafson, Steering Committee Chair, City of Minnetonka
- Ron Quanbeck, Technical Advisory Committee, City of Plymouth
- Mary Gwin-Lenth, Alternate Commissioner, City of New Hope
- Erik Hansen, Alternate Commissioner, City of Robbinsdale
- Bill Deblon, Technical Advisory Committee, City of Robbinsdale
- Guy Johnson, Technical Advisory Committee, City of New Hope
- Jeannine Clancy, Director of Public Works, City of Golden Valley
- Jeff Oliver, City Engineer, City of Golden Valley
- Dave Stack, Friends of Bassett Creek
- Faith Woodman, Golden Valley League of Women Voters
- Terrie Christian, Association of Medicine Lake Area Citizens
- Jack Frost, Metropolitan Council
- Brent Boelter, Inspec, Inc.

Approval and/or Correction of Minutes

The minutes of the April 18, 2002 meeting were presented. Mr. Hanson moved and Mr. Vander Top seconded approval of the minutes. Carried unanimously.

Financial Statements

1. Mr. Hanson presented the Treasurers Report as of May 16, 2002. The current balances are as follows:

Checking Account Balance	\$135,336.66
Investment Account Commercial Paper (due 6/17/02)	199,703.11
TOTAL GENERAL FUND BALANCE	\$335,039.77

Construction Account Balance	\$40,334.20
Commercial Paper (due 6/17/02)	199,703.11
Commercial Paper (due 7/29/02)	400,343.08
Commercial Paper (due 8/15/02)	1,059,867.19
TOTAL CONSTRUCTION ACCOUNT BALANCE	\$1,700,247.58

The Treasurers report was accepted as presented and ordered to be filed subject to audit.

Presentation of Invoices to be Paid

The following invoices was presented for approval:

1. An invoice was received from Malloy Montague Karnowski Radosevich & Co., P.A. for preparation of the annual audit in the amount of \$750.

Mr. Yaeger moved and Ms. Thornton seconded approval for payment of claims as set forth on the invoice. Upon call of the roll, the vote was unanimously carried.

2. An invoice was received from Barr Engineering Company for professional services during the period of April 6, 2002 through May 3, 2002, in the amount of \$20,751.77.

Mr. Hanson moved and Mr. Vander Top seconded approval for payment of claims as set forth on the invoice. Upon call of the roll, the vote was unanimously carried.

3. An invoice was received from Kennedy & Graven for professional services during the first quarter 2002 (through March 31) in the amount of \$5,270.77.

Mr. Hanson moved and Mr. Vander Top seconded approval for payment of claims as set forth on the invoice. Upon call of the roll, the vote was unanimously carried.

Communications

Chairman:

1. A generic news release on wetlands has been made available by the Minnesota Board of Water and Soil Resources to communicate to clients through local media. A copy was included in the meeting packet.

Citizen Input on Non-Agenda Items:

1. Mr. David Stack, Friends of Bassett Creek, commended Barr Engineering Company for receiving an Outstanding Achievement Award from the Minnesota Erosion Control Association for the *Minnesota Urban Small Sites Best Management Practices Manual* produced for the Metropolitan Council.

Counsel:

No communications.

Corps of Engineers:

1. Mr. David Raasch, Corps of Engineers, informed Mr. Kremer that the Corps has not received acknowledgement from the City of Minneapolis that the proposed closeout figures for the Flood Control Project are acceptable. The City of Minneapolis requested additional background information.

Commissioners:

1. Mr. Welch reported that the Hennepin County River Watch Program received the Environmental Education award from the Minnesota Environmental Initiatives.

Engineer:

1. Mr. Kremer met with the Hennepin County Public Works staff and asked them to consider a contribution toward the Commission's capital improvements program (CIP) in their budget. Hennepin County previously committed to request a budget contribution of \$200,000 for the CIP.

One of the reasons Mr. Kremer approached the county was because runoff from Hennepin County properties goes into lakes in the watershed. If the county administration is in favor of the contribution, County staff suggested the Commission meet with the Hennepin County commissioners. The Commission will most likely be informed of the County's decision within the next two months. Mr. Kremer will continue to follow-up and update the Commission as appropriate.

Mr. Kremer also discussed a cooperative effort with the Commission concerning the education program associated with the NPDES program.

2. Mr. Kremer met with the Golden Valley City Council on Tuesday evening, May 14, to answer questions concerning the Capital Improvements Program. Comments were discussed later in the meeting.

New Business

1. **36th Avenue Improvements/Hidden Valley Park Improvements: New Hope.** A request was received for review of a street reconstruction project in the City of New Hope. The project is located along 36th Avenue between T.H. 169 and Winnetka Avenue and along Boone Avenue between Northwood Parkway and 32nd Avenue North. The project is located in the Bassett Creek North Branch watershed. The total area to be disturbed is approximately 25 acres. The street project includes utility improvements and reconstruction of approximately 0.9 miles of 36th Avenue and approximately 0.1 miles of Boone Avenue. The Hidden Valley project includes grading approximately 18.8 acres for play fields and other park improvements. In addition, the water quality pond will be expanded. The reconstruction of 36th Avenue will reduce the street width from 44-feet to 32-feet resulting in a significant decrease of impervious coverage. Temporary erosion control features will be implemented during construction.

Runoff from 36th Avenue will be directed toward Northwood Lake and the North Branch of Bassett Creek, primarily through existing storm sewers. Runoff from Boone Avenue and Hidden Valley Park will be directed to the expanded pond at Hidden Valley Park pond. The pond will also be adequately sized for runoff from the proposed Sonnesyn Elementary School improvements. The dead storage volume of the Hidden Valley Park pond exceeds the requirements of the Commission's Water Quality Management policy.

Approval is recommended contingent on the recommendations listed in the engineer's memorandum to the Commission.

Discussion followed. Mr. O'Toole expressed surprise that 36th Avenue is being narrowed and not widened because of the traffic levels. Mr. Vander Top said the street would be decreased from 44 feet to 32 feet significantly reducing the impervious area and a traffic light at 36th and Boone will be added to maintain the traffic flow.

Mr. David Stack asked if the new bridge design would allow for better canoeability. Mr. Kremer replied that the area would be canoeable under normal levels; however, restrictions would apply whenever flood levels exist. Mr. Kremer added that there is a small driveway nearby that could be used for portage. An abandoned, insulated storm sewer will be removed that is currently causing difficulty for canoes to pass through.

Mr. Hanson moved and Mr. Vander Top seconded the motion to approve the project contingent on the recommendations included in the engineer's memorandum to the Commission. Carried unanimously.

2. **Sonnesyn Elementary School: New Hope.** This project is in conjunction with the 36th Avenue and Hidden Valley Park Improvements project discussed above. The applicant is proposing to utilize ponding area referred to in the 36th Avenue discussion above to meet water quality requirements.

A request was received for review of a grading, drainage, and erosion control plan for improvements at the above-referenced site. Sonnesyn School is located along the west side of Boone Avenue immediately north of Hidden Valley Park in the city of New Hope. The project is in the Northwood Lake subwatershed. The project consists of the reconstruction of two parking lots, curb and sidewalks and site grading improvements. Grading will occur on 1.8 acres of the 13.1-acre site.

South Parking Lot: Approximately 0.9 acres will be graded as part of these improvements. Runoff from the south parking lot will be directed to the new water quality pond constructed as part of the Hidden Valley Park project. The pond will be adequately sized for this runoff. A portion of the existing school property will also be directed to this pond that currently does not receive adequate treatment.

North Parking Lot: Approximately 0.9 acres will be graded as part of these improvements. Essentially, the parking lot will be reconstructed to its original condition. Runoff from the north parking lot will be directed to an existing storm sewer located along the north edge of the school site. Due to site constraints a water quality pond is not currently proposed for the north parking lot. According to the applicant, existing grades prevent directing the stormwater runoff to the pond located south of the site. As an alternative to constructing a new water quality pond for the north parking lot, the applicant requests approval based on the following:

- The existing impervious surface of the north parking lot will be reduced approximately 12 percent from 0.83 acres to 0.74 acres.
- A Stormceptor manhole and oil skimmer will be provided to treat runoff from the north parking lot.
- New Hope's stormwater water management plan includes a regional pond immediately north of the school site. It is anticipated that this pond could be implemented during the next year or two.
- The Hidden Valley Park pond provides treatment for a portion of the school site that currently is not treated and expansion of this pond will provide greater water quality benefits than required by the BCWMC.

Approval is suggested based on the condition that the additional information is provided or if they cannot demonstrate that the total pounds of nutrients removed are equal to the Level II requirements, that they demonstrate with the future ponding being constructed by the City that they have a commitment from the city that adequate removals will be provided as part of that project.

Discussion followed. Mr. Quanbeck added that a regional pond is more effective than a Stormceptor and maybe the school can consider contributing funds to the regional pond. Mr. Vander Top said the City of New Hope did talk with the School District engineer about the possibility of installing a pond on the site instead of the Stormceptor in the north parking lot; however, the grades did not prove to be conducive for a pond. If the Stormceptor demonstrates that it cannot meet the Level II requirements, there may be some contribution made toward the regional pond.

Mr. Kremer added that construction of a Stormceptor upstream of a regional pond has advantages in that it will trap the coarser sediments in the Stormceptor requiring less frequent pond maintenance.

Mr. Vander Top moved and Ms. Thornton seconded the motion to temporarily and conditionally approve the project contingent on the recommendations included in the engineer's memorandum to the Commission, and on Level II requirements being met between all of the improvements within the scope of the project. The alternatives proposed for the north lot must meet or exceed water quality benefits of a Level II pond, or demonstrate that the requirements can be met with the regional pond with the City of New Hope. If the alternatives prove inferior to a Level II pond, the project will require a variance for approval. Carried unanimously.

3. Request for Interest Proposals – Legal and Engineering. The State rules require that the Commission request proposals for engineering and legal services every two years. An advertisement is published in the *State Register* and proposals are reviewed by subcommittees. The following subcommittees were established to review proposals submitted:

Legal: Commissioners Vander Top (Chair), Thornton, and Yaeger
Engineering: Commissioners Welch (Chair), Peterson, and Hanson

Old Business

1. Budget Committee Report for 2003. The budget committee (Commissioners O'Toole, Mathisen, Hanson, Welch, Thornton; Commission staff Kremer and LeFevere; and Mr. Ron Quanbeck, Plymouth Technical Advisory Committee member) met on Monday, May 13. According to the Joint Powers Agreement, the Commission is required to adopt a budget by the end of June and present to the member cities for a 30-day comment period before submitting to the Minnesota Board of Water & Soil Resources. Historically, the budget operated at a deficit and the shortfall was made up by transferring funds from the construction account to the administrative account. In anticipation of adopting the Second Generation Plan, the committee contemplated a modification to that budget to provide for additional spending (capital improvements, soil erosion, education or communications person, etc.). Adoption of the Second Generation Plan contemplates a fairly substantial increase in the yearly budget and a gradual ramp-up of level of appropriations. The current budget proposed is the first step in the ramp-up.

The committee proposed a budget of \$399,500 for the year 2003. This is a significant increase in the contributions from the member cities. The Commission acknowledges that budgets will be tight for the member cities largely due to the State budget decreases. The breakdown is as follows:

Engineering.....	\$204,500
Planning.....	\$47,000
Administrative	<u>\$148,000</u>
 <i>Total 2003 Budget</i>	 \$399,500

Engineering

It is noted that an amount of \$35,000 is budgeted for water quality monitoring. The traditional water quality monitoring and sampling was temporarily suspended in 2002 to evaluate lake sampling frequency. No budget was allotted in 2002. Two lakes (Sunset Hill Pond and Lost Lake) are scheduled to be monitored in 2003. The Bassett Creek Biotic Index (stream monitoring) will also be done. The lake monitoring sequence will be changed to monitor two lakes every four years and sample the streams every three years. Annual inspections and watershed inspections will increase slightly from \$10,000 to \$12,000 in 2003.

Planning

The Second Generation Plan will be completed in 2003. There are several steps in the review process before the Plan will be adopted, including county and cities review and state agencies review. If the planning process is delayed, it may be necessary to transferred funds from the 2002 budget to the 2003 budget.

Administration

The Secretarial budget will increase to \$25,000 largely due to additional responsibilities assigned to the secretary for new commissioners and alternates and assistance given to the Commission chair and treasurer. Public Relations show a slight decrease from 2002. Public Communications was added and budgeted for \$50,000. This amount is budgeted for a communications specialist as recommended by the Citizens and Policy advisory groups during the Second Generation Plan process to help implement the Public Information Plan developed by the Citizens Advisory Group. Demonstration Projects is budgeted for the same amount of \$10,000 as in 2002.

Mr. Kremer reviewed the administrative account expenditures and balance at year-end 2002. The estimated revenue for fiscal year 2002 is \$574,538 consisting of an audited fund balance for 2001 of \$136,703; income from assessments of \$295,000; expected interest in 2002 of \$15,000; and the transfer from the construction account in 2002 of \$127,835. This transfer from the construction account will pay off what is owed to the administrative account during the Flood Control Project from the construction account. When subtracting the estimated expenditures for 2002 (\$308,000) from the estimated revenue for 2002 (\$574,538), there is a fund balance as of January 31, 2003 of \$266,538.

2003 Assessments

The budget committee proposes a total assessment of \$508,500 for 2003. As part of that assessment amount is \$175,000 proposed for Capital Projects as a result of recommendations made during the Second Generation Plan process. The Capital Projects budget includes establishment of a long-term maintenance account for the Flood Control Project by assessing \$25,000 a year. This fund will be used to make repairs to the structures of the Flood Control Project. No maintenance requirements have been identified currently, but inspections will be conducted this summer. In addition, \$50,000 will be assessed for repair of erosion and removal of sediment that is causing problems in the watershed. Finally, \$100,000 will be assessed for the water quality capital improvement projects. This is the first ramp-up contribution toward the capital budget for the water quality improvements. The contributions will increase yearly from \$100,000 (2003) to \$200,000 (2004); \$300,000 (2005); and \$500,000 (2005) over the next four years. Mr. O'Toole added that if the Commission stays at the \$100,000 a year budget for capital improvements, it would take 150 years. Mr. Toole also pointed out that if the Commission were a watershed district versus a joint powers organization, the cities might not have a choice in what they would pay because watershed districts have taxing authority.

The schedule for adding a communications coordinator will be contemplated after the Second Generation Plan is adopted in 2003. The Public Relations costs are slightly reduced from 2002 and include the WOMP (monitoring program with the Metropolitan Council and the Minneapolis Park

Board collecting continuous water quality data at the outlet), CAMP (citizens assisted monitoring of the lakes with Met Council), River Watch Program (collecting biota by high school students through the Hennepin Conservation District), Annual Report, and Publications. There is an estimated balance of \$7,000 for Public Relations in 2002 that was anticipated to be used for a communication regarding completion of the Second Generation Plan in 2002; however, the plan is now expected to be completed and adopted in 2003.

Mr. LeFevere added that the Flood Control Project was one of the largest public works projects undertaken in the State of Minnesota, and it was the Commission that made the project happen. The project did come through the Commission's budget as an assessment; however, additional funding was found through other sources. The Flood Control Project happened at a time when water management was centered on flood control. Surface water management is now focused around water quality and preservation of the environment. The Minnesota Board of Water & Soil Resources' rules have changed since the Commission adopted its first water management plan. In response to those rule changes, the Commission is required to update and prepare a Second Generation water management plan and to address water quality issues in the new plan.

Mr. Rardin expressed concern about the erosion and sediment removal annual budget of \$50,000. Because streams erode naturally, the Commission may want to be mindful of the natural occurrences in the streams and the effects that the repairs or sediment removal may have on the character of the streams. Mr. Rardin believes this is one area that will need more thought as the Commission continues in the planning process.

Ms. Terrie Christian, AMLAC, commented on the phosphorus and the algae in the lakes. Recently, the zero phosphorus bill was adopted by the State of Minnesota and as a result of this legislation, costs may be reduced because of improvements seen in the water quality. Ms. Christian said that a Point of Sale Restriction was not included in the bill and encouraged member cities to adopt this restriction within their cities. Mr. Ginny Black, Plymouth city council member, is advocating a Point of Sale Restriction countywide.

The commissioners are directed to discuss the Commission's 2003 budget proposed with their city councils and bring comments back to the Commission at its June 20th meeting. According to the Joint Powers Agreement, the budget is required to be adopted on or before July 1 and submitted to the member cities for a 30-day comment period prior to submittal to the Minnesota Board of Water and Soil Resources by August 1. Mr. LeFevere said according to the Joint Powers Agreement, the member cities do not have a right to veto or decline to participate, but can offer comments and the Commission can make adjustments, if necessary.

Mr. Rardin moved and Mr. Vander Top seconded the motion to adopt the 2003 budget of \$399,500 and the \$508,500 assessment amount for 2003. Carried with one no vote from Mr. Hanson, commissioner for City of Golden Valley.

Mr. Gustafson suggested the \$200,000 fund balance for the administrative account be shown in the adopted 2003 budget report. Mr. LeFevere added that the assessment table is draft and will be presented again for formal action by the Commission at either the July or August meeting when all of the tax capacity figures are received.

2. **Hidden Lakes Development Second Phase – Peninsula and Block 2: Golden Valley (DNR Permit Application).** The project is located in the City of Golden Valley along the east side of Sweeney Lake and Twin Lake. Twin Lakes is one of the highest water quality lakes in the metropolitan area. The overall project was previously reviewed and approved by the Commission at its October 1997 meeting. This "second phase" includes replacing an existing bridge at Twin Lake and development of the

peninsula (Block 1) between Sweeney and Twin Lakes and Block 2 located along the east side of the development adjacent to Theodore Wirth Golf Course. This project includes the construction of 17 single-family homes. Grading will occur on 3.5 acres of the 12-acre parcel. The Commission's management envelope is 831.5. The normal water elevation of Sweeney Lake and Twin Lake is 827.5.

Peninsula (Block 1): The peninsula includes 9.4 acres and consists of two stages of construction. The first stage includes replacement of the existing bridge that connects the Peninsula to the main part of the Hidden Lakes site. The other stage includes construction of the roadway and utilities for seven custom graded single-family lots. Approximately 1.7 acres will be disturbed as part of the grading. The proposed storm sewer conveys runoff to two proposed rain gardens. Runoff will also be directed to an infiltration basin at the south end of the peninsula. The developer has requested approval of the rain garden as an alternative for a water quality pond. Part II, Section 6 of the Water Quality Management Policy allows for alternatives to onsite ponds:

Alternative water quality management features may be used where onsite ponds are not feasible. Alternative features must be designed to provide water quality benefits that equal or exceed design criteria outlined in existing Commission policies.

The applicant believes the rain garden will be more aesthetically pleasing and will promote more infiltration than a water quality pond. Data provided by the applicant indicates that the two linked rain gardens contain the entire runoff from a 2.5-inch Level I rainfall and allows full infiltration. The applicant indicates the rain garden is expected to remove over 90% of phosphorus from the stormwater due to infiltration characteristics of the system.

Block 2: Block 2 consists of a 2.6-acre parcel of trees and grass. Approximately 1.8 acres will be disturbed as part of the grading. Ten homes are proposed in Block 2. An existing water quality pond on the Courage Center property will provide water quality treatment. Based on information provided by the applicant, the pond must have a dead storage volume of 0.41 acre-feet to meet Level III criteria. The pond was calculated to have 0.51 acre-feet of dead storage volume, thus adequate water quality storage is available in the pond.

Grading of the site will result in minor floodplain impacts. Although floodplain computations were not provided, review of the project indicates grading of the rain gardens will result in a net gain of floodplain storage.

Golden Valley is the LGU for the site and is responsible for reviewing the plan for conformance to the Wetland Conservation Act.

The Commission engineer recommends approval contingent on conditions recommended in the engineer's memorandum to the Commission.

Mr. Hanson moved and Mr. Rardin seconded the motion to approve the project contingent on the engineer's recommendations stated in the memorandum to the Commission. Carried unanimously.

- 3. Breck School Soccer Field: Golden Valley.** This plan was reviewed and conditionally approved at the Commission's February 21, 2002 meeting. The revised plan included significant changes regarding the floodplain impacts. Therefore the Commission has been requested to review the revised plan. The project is located at Breck School along the south side of Breck Pond and the Sweeney Lake Branch of Bassett Creek and east of Highway 100. The site is in the Sweeney Lake Watershed. The project includes grading to convert two small soccer fields into a new soccer field and regrading of baseball fields 1 and 2. In addition, new wetland areas will be created outside of the proposed fields. Grading will expand from 3.7 acres (original plan) to over 5 acres (revised plan).

Phase I of the Breck School expansion was previously reviewed by the Commission at its August 19, 1999 meeting. Phase I included the construction of several additions to the existing structure, parking modifications and additions, and the construction of a water quality treatment pond treating the western portion of the site. Phase II of the expansion was reviewed at its March 17, 2000 meeting. Phase II of the project consisted of the remodeling of the existing stadium, addition of a fieldhouse, other building additions, parking improvements and additions, soccer field improvements, and the construction of two water quality ponds on the eastern portion of the site.

In accordance to the Commission's March 5, 2002 letter, Breck Pond will be expanded 0.18 acre-feet to provide water adequate water quality storage for the site.

The Commission's floodplain management envelope is elevation 840.1. Grading of the site will result in approximately 1.4 acre-feet of fill in the floodplain. Although this project will result in 1.4 acre-feet of fill of the floodplain, approximately 2.9 acre-feet of floodplain storage was created from the Phase I and II site work. This storage is documented in the Commission's March 27, 2000 letter. Therefore approximately 1.50 acre-feet of floodplain storage will be created as part of this plan and the Phase I and II plans.

Mr. Hanson moved and Mr. Rardin seconded the motion to approve the project. Carried unanimously.

4. **Final 2001 Annual Report.** The final annual report for 2001 was presented. No comments were received. Mr. Welch moved and Mr. Hanson seconded the motion to adopt the *2001 Annual Report*. Carried unanimously.
5. **Orientation and Watershed Tour.** The orientation is set for Tuesday, May 21, 2002, from 11:00 to 2:00 p.m. at the office of Barr Engineering Company. The tour is set for Thursday, June 20th, beginning at 12:00 noon.
6. **Second Generation Plan Update.** As part of the Second Generation Plan process, Mr. Gustafson noted that not all of the member cities have submitted their comments on the Capital Improvements Program. The City of Golden Valley requested an extension until the end of June to submit their comments. Mr. Kremer has started reviewing the draft Plan. Mr. Rardin added that the City of St. Louis Park staff discussed the CIP; however, he is concerned that there is not enough understanding in assessing and evaluating the benefits associated with the projects. Mr. Rardin agrees the Commission will adopt some type of CIP, but the schedule pertaining to what water quality improvements will be done will be unclear.

Mr. Hanson asked if Mr. Kremer could provide portions of the plan that have been written relating to the City of Golden Valley. Mr. Kremer added that the focus of the Golden Valley's city council meeting was: (1) are the objectives for some of the water bodies appropriate, (2) is the total cost of these capital improvements excessive or appropriate, and (3) is the allocation of costs appropriate? Ms. Clancy commented that Golden Valley's city council has some new members and the meeting was very educational for them on a complex issue. Twenty-five percent of the Commission's budget comes from assessing Golden Valley. Golden Valley city council will again discuss the CIP at its meeting on Tuesday, May 21. The council was interested in policy issues as the Commission embarks on this new aspect of responsibility in water quality. Mr. Rardin asked if Golden Valley would be willing to provide those types of comments to the Commission. Ms. Clancy agreed to provide minutes from the last city council meeting.

Ms. Thornton provided the Commission with a copy of the City of Plymouth's recommendations for Medicine Lake Watershed Implementation and Management Plan.

Mr. Gustafson said once comments are received from the member cities, the Steering Committee will meet and present recommendations on the CIP based on those comments to the Commission.

7. **Evaluation Process for Demonstration Projects.** Mr. O'Toole asked the Technical Advisory Committee to take on the task of developing criteria for demonstration projects and a schedule for how the TAC will undertake that task. Mr. Quanbeck will assemble the Technical Advisory Committee, identify a committee chair, and begin developing the criteria.
8. **Procedure for Distributing BCWMC Meeting Materials.** In response to comments made by citizens attending the April Commission meeting, a procedure was developed where at least three copies of all meeting materials and handouts will be provided at the time of the meeting and all agenda, minutes, and when possible, other meeting materials will be posted on the Commission's website. Mr. Welch suggested the Commission review the procedure at the end of the year.

June Meeting

1. Mr. O'Toole presented the following agenda items for the Commission's June meeting:
 - Watershed Tour
 - 2003 Budget comments
 - Second Generation Plan CIP comments

Adjournment

It was moved by Mr. Welch and seconded by Mr. Hanson that the meeting adjourn. Chairman O'Toole adjourned the meeting at 2:05 p.m.

John O'Toole, Chairman

Pat Schutrop, Recorder

Bill Yaeger, Secretary

Date: _____

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