

Bassett Creek Watershed Management Commission

Minutes of the Meeting of April 20, 2006

1. Call to Order

The Bassett Creek Watershed Management Commission was called to order at 11:35 a.m., Thursday, April 20, 2006, at Golden Valley City Hall by Chair Welch. Ms. Herbert conducted roll call.

Roll Call

<i>Crystal</i>	Commissioner Pauline Langsdorf	<i>Counsel</i>	Charlie LeFevere
<i>Golden Valley</i>	Commissioner Linda Loomis, Treasurer	<i>Engineer</i>	Len Kremer
<i>Medicine Lake</i>	Not represented	<i>Recorder</i>	Amy Herbert
<i>Minneapolis</i>	Commissioner Michael Welch, Chair		
<i>Minnetonka</i>	Not represented		
<i>New Hope</i>	Commissioner Mary Gwin-Lenth		
<i>Plymouth</i>	Commissioner Ginny Black, Secretary		
<i>Robbinsdale</i>	Commissioner Karla Peterson		
<i>St. Louis Park</i>	Commissioner Richard Johnson		

Also present:

- Scott Brink, city of St. Louis Park
- Jeannine Clancy, BCWMC Technical Advisory Committee, city of Golden Valley
- Terrie Christian, Association of Medicine Lake Area Citizens
- Lee Gustavson, BCWMC Technical Advisory Committee, city of Minnetonka
- David Hanson, Alternate Commissioner, city of Golden Valley
- Jack Frost, Metropolitan Council
- Tom Mathisen, BCWMC Technical Advisory Committee, city of Crystal
- Shane Missaghi, city of Plymouth
- Liz Stout, city of Minnetonka
- Ron Struss, University of Minnesota Extension Service
- Elizabeth Thornton, Alternate Commissioner, city of Plymouth

2. Approval of Agenda and Consent Agenda

Chair Welch announced the removal of the Chairman's Communications from the consent agenda. Mr. Welch asked the Commission and Counsel for comments regarding approving invoices as part of the consent agenda. Mr. LeFevere commented that the Commission is required to have a roll call vote for appropriation of money but that doesn't include claims and said that most of the Commission's invoices are claims. Mr. Welch said he encourages Commissioners to pull items off the agenda if they have questions about the item. Mr. Welch said that since there is no binding reason why the Commission can't approve invoices through the consent agenda, the Commission will continue its policy of approving invoices in that manner. Ms. Black moved to approve the consent agenda. Ms. Peterson seconded the motion. The motion carried unanimously.

3. Administration

A. Presentation of the March 16, 2006 minutes. The minutes were approved under the consent agenda.

B. Financial Statements.

The April 2006 Financial Report was handed out at the meeting. The general and construction account balances reported in the April 2006 Financial Report are as follows:

Checking Account Balance	451,078.58
TOTAL GENERAL FUND BALANCE	451,078.58
Investment Balance	1,171,428.14
Commercial Paper (due 04/20/06)	495,240.97
Commercial Paper (due 05/12/06)	493,812.50
Commercial Paper (due 06/13/06)	491,776.11
TOTAL CONSTRUCTION ACCOUNT BALANCE	2,652,257.72

C. Presentation of Invoices for Payment Approval. The following invoices were approved for payment under the consent agenda:

- i. Kennedy & Graven – Legal Services
- ii. Barr Engineering Company – Engineering Services.
- iii. Amy Herbert – Administrative Services.

4. Communications

A. Chairman:

- a. Chair Welch reported he was contacted shortly after the March BCWMC meeting about the continuation of the work in the Bassett Creek Valley, which is partially in the Bassett Creek Watershed and partially in the Mississippi watershed. Chair Welch said there is a lot of redevelopment happening in that area and that the Commission has reviewed one plan regarding redevelopment in that area (Van White Memorial Boulevard Bridge footings surcharge). Chair Welch wanted to bring to the Commission's attention that the city of Minneapolis' CPED (Community Planning and Economic Development) group is continuing the work that has been happening with the Redevelopment Oversight Committee. Chair Welch said CPED is asking the BCWMC for a representative of the Commission to sit on their consultant selection committee.

Chair Welch asked the commissioners if anyone objected to him participating in the consultant selection committee meetings as time permits. No commissioners objected, and Ms. Black said she would serve as a back up to Chair Welch at the consultant selection committee meetings.

Mr. Welch said he could forward information about the Bassett Creek Valley redevelopment to the BCWMC as information is available and that the BCWMC could also ask Daryl Washington or other representative of CPED to make a presentation to the Commission at some point.

Mr. Kremer responded that the Commission might be better off waiting for a presentation until the project is underway since at this point the project is in the concept phase.

- b. Chair Welch suggested using a calendar or project roster to track TAC items and other major issues the Commission is considering. Chair Welch said the CIP project review that is at the back of the Engineer's Memo could be integrated into such a roster. Chair Welch said such a reference could help the Commission track issues. Ms. Gwin-Lenth said a simple-to-use and simple-to-update tracking system would be helpful. Chair Welch directed Ms. Herbert to draft a tracking system to track TAC issues and CIP projects.
- c. Chair Welch asked the Commission if the River Watch presentation that is on the agenda for the May Commission meeting could be moved to a later month since Jenny Schaut of River Watch is on leave through May. The Commission directed Ms. Herbert to invite River Watch to give a brief presentation at the July Commission meeting.

B. Citizen Input on Non-Agenda Items: No citizen input.

C. Counsel: No communications.

D. Commissioners:

- a. Mayor Loomis announced she received a February 15, 2006 report from Hennepin County Commissioner Mark Stenglein regarding recommended locations for feasibility study for the daylighting Creeks project in Hennepin County. Mayor Loomis said there were two locations in Bassett Creek recommended for feasibility study and said one of the locations was considered in the report as a high priority and one was considered a low priority.

Mr. Mathisen remarked he thought the TAC should look at the report and recommended locations and come back to the Commission with any recommendations. Mr. Welch said that today's Old Business agenda item F is the TAC meeting agenda and that this item could be discussed at that time. Chair Welch added that perhaps the question for TAC on this issue is whether the Commission should construct a letter to Hennepin County. Ms. Black asked if the Commission could find out if a PDF of the report is available. Mr. Welch directed Ms. Herbert to contact Pat Connoy regarding the availability of the report.

- b. Ms. Black asked if the Commissioners want e-mailed to them information on watersheds and water management she received from Minnesota Association of Watershed Districts regarding legislation at the state Capitol. The Commissioners said yes.

Ms. Black also brought up the topic of TMDL study funding. Ms. Black said she spoke with Mr. Tim Larson who let her know that the federal dollars that had been available for a project such as a TMDL study of Medicine Lake are no longer available. However, Ms. Black reported that there may be other federal dollars available and that upcoming action on the Clean Water Legacy Act may result in some available funds. Ms. Black said that if the Commission is interested in some of these dollars, the Commission needs to get a letter in to Mr. Larson at the MPCA (Minnesota Pollution Control Agency).

Mr. Welch said that funds through the Clean Water Legacy Act wouldn't be available until after August 1, 2006, and asked if a request by the Commission for funding would be an open-ended request.

Mr. Kremer responded that the Commission could ask for money specifically for a TMDL for Medicine Lake and a TMDL for Sweeny Lake. Mr. Kremer said there could be more requirements attached to federal money and that perhaps there will be more available state money than federal money. Mr. Kremer said it may make more sense for the Commission to request an allocation of the state money. Mr. Kremer clarified that the TMDL issue is separate from the MS4 issue and reported that the TAC has not formulated its TMDL recommendation for the Commission. Mr. Kremer said the TAC is waiting for answers from the MPCA and EPA before TAC continues discussing the TMDL issue. Mr. Kremer stated that the MPCA has said it anticipates having answers by early June. Mr. Kremer said that the TAC plans to discuss TMDLs again at the July TAC meeting.

Mr. Kremer said the Commission could send a letter to Mr. Larson stating the Commission would like the MPCA to allocate \$75,000 to Medicine Lake and \$50,000 to Sweeny Lake. Mr. Kremer remarked that if the MPCA does allocate the money and the Commission decides not to use the funds, the MPCA will be able to reallocate those funds elsewhere.

Ms. Gwin-Lenth inquired where the \$40,000 went that Mr. Larson mentioned in his presentation to the Commission as being earmarked for the Medicine Lake study and asked if the Commission sends a letter to MPCA as a place holder, will the action be effective [editor's note: Mr. Larson's presentation was at the January 19, 2006 BCWMC meeting]. Ms. Black said the federal dollars that Mr. Larson mentioned likely was reallocated to another priority since the Commission did not act fast enough or indicate interest. Mr. Kremer said the money was likely reallocated to Lake Pepin, but since the MPCA had Medicine Lake scheduled for a possible TMDL, if the Commission requests money for it, the MPCA would likely allocate money for it. Ms. Black suggested the Commission ask Mr. Larson for suggestions on wording the letter.

Mr. Kremer recommended that the Commission create a letter and request an allocation from the MPCA for TMDL studies.

Mr. Welch suggested the Commission draft a letter and add it as an agenda item for discussion in the May meeting. Mr. Welch commented that he attended a presentation on clean water yesterday and he asked about the delisting process. Mr. Welch said there were a couple of lakes in Woodbury that came of the 303d list and that there was some negotiation back and forth in the delisting process. Mr. Frost said there is a delisting process. Mr. Kremer stated that Mr. Cliff Aichinger commented in his presentation to the Commission that the Ramsey-Washington Metro Watershed District has asked for some of their lakes to be delisted [editor's note: Mr. Aichinger's presentation was at the November 17, 2005 BCWMC meeting].

- E. Engineer: Mr. Kremer said that a meeting is set up with the MPCA about the MS4 issue and how the cities could use the water quality management plans through the CIP (capital improvement program) to meet MS4 storm water requirements for nondegradation planning. Mr. Kremer said the meeting is May 9th at 1:30 at the MPCA. Mr. Welch asked Ms. Herbert to send the meeting notice to all BCWMC commissioners. Mr. Kremer asked commissioners to let Ms. Herbert know if they plan to attend so passes at the MPCA will be ready and so Ms. Herbert can notice the meeting if more than three commissioners plan to attend.

Mr. Mathisen mentioned that Mr. Larson was at a Shingle Creek Watershed meeting last week and that Shingle Creek has decided to table any action on TMDLs until more information is available from the MPCA.

5. New Business

- A. **Presentation by Ron Struss of Watershed Partners.** Ron Struss is a water quality educator for the University of Minnesota Extension Service. Mr. Struss said Metro WaterShed Partners has a 10-year history of working to leverage joint resources in the metro area for improving water quality. Mr. Struss reported on the 2005 program and provided a handout that detailed 2005 program supporters, including \$5,000 from the Bassett Creek Watershed Management Organization. The handout also detailed 2005 program accomplishments.

Mr. Struss reported that accomplishments included:

- Placing clean water messages in the media (print, radio, television, and other print publications);
- Providing storm water education resources to local units of government through making materials available on the www.cleanwatermn.org web site and by providing other ready to use resources;
- Adding media packets to the www.cleanwatermn.org web site.
- Receiving the "People's Choice Award" for best storm water education program logo at the National Nonpoint Source and Storm Water Pollution Education Conference held in Chicago, IL, on October 17-29, 2005.
- Evaluating the *Minnesota Water – Let's Keep it Clean* program.

Mr. Struss also reported on the 2006 program and passed out a handout detailing 2006 projects. Mr. Struss said that in May and June an ad will run on WCCO radio regarding keeping grass clippings out of the street and storm drains. Mr. Struss reported that an ad about keeping clippings, leaves, fertilizer and soil out of storm drains will run in "The Scoop," the Minnesota Nursery and Landscape Association Trade Journal, six times in 2006.

Ms. Black suggested targeting small business lawn care services for training on clean water issues. Ms. Gwin-Lenth suggested outreach to residents to recommend they ask their lawn care service how it disposes of grass clippings and leaves.

Mr. Struss mentioned that its 2006 budget is \$43,431, which is discussed in more detail in the 2006 Program Plan handout Mr. Struss passed out at the meeting.

- B. **Westwood Hills Nature Center Signage.** Mr. Johnson requested \$3,000 from the Commission on behalf of the Westwood Hills Nature Center for costs of 12 permanent signs on the Nature Center property. Mr. Johnson said the signs will serve to educate visitors about the Westdale Park detention pond [CIP Project WST-1] and two rain gardens in the nature center as well as the ponds' and gardens' roles in the Bassett Creek Watershed. Mr. Johnson reported that staff at the Nature Center will do the artwork and the sign installation. Ms. Black moved to approve the \$3,000 expenditure for the signs in the Nature Center. Ms. Peterson seconded the motion. Mr. Welch requested that Mr. Johnson and the Nature Center show the Commission a draft of the signs' design and text prior to the signs being created. Ms. Black considered Mr. Welch's request as an amendment to the motion. The motion passed unanimously.

- C. **2005 Annual Report.** Mr. Welch said the Commission is required by the state of Minnesota to publish an annual report. Mr. Welch said the draft annual report was handed out at the meeting and that any edits or comments on the report are due to Ms. Herbert by April 28th. Mr. Mathisen requested Ms. Herbert e-mail the draft report to the TAC. Mr. Welch reminded the Commission that it will need to give final approval of the annual report at the May Commission meeting.

6. Old Business

- A. **Set up Meeting of Budget Committee.** Ms. Black said the committee members are Mayor Loomis, Ms. Black, Mr. Welch and Mr. Yaeger and that the meeting needs to be noticed. Mr. LeFevre said that Commission committees need to be noticed, even though the Budget Committee doesn't have any authority to take action. Chair Welch directed Ms. Herbert to coordinate the Budget Committee meeting and to schedule it after 4:30 p.m. on a Monday or a Wednesday prior to the May 18th BCWMC meeting. Mayor Loomis asked Ms. Herbert to let Sue Virnig know the meeting date since she gives the budget materials to the Committee for its discussion.
- B. **2005/2006 Tunnel Repairs.** Mr. Welch mentioned that a report on the tunnel repairs was prepared by Barr Engineering and was handed out at the meeting and also sent via e-mail last week. Mr. Kremer reported the tunnel repairs began in January 2006 but due to warm weather and periodic high water, repairs took longer than anticipated. Mr. Kremer reported that repairs were completed in the end of February and that the repairs are high quality. Mr. Kremer said that city staff have not completed the billing for the project but that the city has said that the total cost will be less than the Commission-approved amount of \$55,000. Mr. Kremer said the actual invoice may not come in until later in 2006.
- C. **2005 Lake Quality Study: Northwood Lake, Sweeny Lake, and Twin Lake.** Mr. Kremer stated that in February 2006 the Commission was provided with the Executive Summary of the Lake Water Quality Study for Northwood, Sweeny and Twin Lakes. Mr. Kremer said the goal of the study was to note changes in long-term water quality trends to determine whether development is having an impact on these lakes and to determine whether the water quality improvement policies and the BMPs being implemented are in fact effective. Mr. Kremer said that in each of these lakes the water quality has not deteriorated. Mr. Kremer stated that water quality data for these lakes has been collected since 1972 and since 1972 there has been a slight improvement in the water quality in all three lakes.

Mr. Kremer reported that Northwood Lake had an average phosphorus concentration of 178 parts per million (ppm), which is high but is a slight improvement over its historic levels. Mr. Kremer said the goal for Northwood Lake is an average phosphorus concentration of 45 ppm.

Mr. Kremer stated that Sweeny Lake had an average phosphorus concentration of 52 ppm, which is also a slight improvement in its water quality. Mr. Kremer said the goal for Northwood Lake is an average phosphorus concentration of 30 ppm.

Mr. Kremer told the Commission that Twin Lake had an average phosphorus concentration of 21 parts per million (ppm), which is below its goal of 30 ppm.

- D. **Watershed Projects' Aesthetic Elements – BCWMC's role in the aesthetic issues of watershed projects.** Item deferred to the next Commission meeting that Alternate Commissioner O'Toole can attend so he can introduce the topic and participate in the discussion. Ms. Herbert will coordinate with Mr. O'Toole.

E. Education and Outreach Subcommittee Update. Mr. Welch thanked the Education and Outreach Subcommittee (Subcommittee) for their work and Ms. Langsdorf thanked the members of the Subcommittee, Ms. Thornton, Mr. Johnson, Ms. Black, Ms. Gwin-Lenth, and Ms. Margie Vigoren. Ms. Langsdorf said the Subcommittee thought it would be a good idea to consider permanent recognition with future projects. Ms. Langsdorf said recognition could be in the form of signs such as the signs being created for the Westwood Hills Nature Center regarding the Westdale detention pond. Ms. Langsdorf said the Subcommittee thought it would be appropriate for the costs of such signs to come out of the construction budget instead of the education budget.

Ms. Langsdorf said Ms. Black put together an educational brochure to be used at the Plymouth Home & Garden Expo. Ms. Langsdorf that the next meeting of the Education and Outreach Subcommittee is on May 3rd at 9:00 a.m. in the Council Chambers at Golden Valley City Hall.

Ms. Langsdorf referred to the handout included in the meeting packet that detailed the proposed 2007 budget for education and outreach. Ms. Langsdorf reported that the Subcommittee recommended continuing in 2007 the support given by the Commission to the following programs: CAMP, River Watch, and WaterShed Partners. Ms. Langsdorf said the Subcommittee recommended continuing to fund in 2007 publications and the annual report, web site maintenance and public communications and that the Subcommittee recommended increasing the publications budget by \$1,000 to cover costs of a new brochure/ handout.

The Subcommittee recommended the following additional educational and outreach activities added to the 2007 budget:

- Grant program - \$5,000
- Public Opinion/ knowledge survey - \$2,000 - \$3,000 per participating watershed
- Table top exhibit - \$3,000
- Laptop computer and CD-ROM - \$2,500
- Enviroscope - \$1,200

The Subcommittee recommended a total education and outreach budget for 2007 of \$37,200.

Mr. Welch said if the Commission is serious about a grant program and commits money for the program, it needs to set by the August 17 Commission meeting firm grant criteria and a schedule for the program.

Mr. Welch commented that CAMP, River Watch and WaterShed Partners have historically been separated out as individual line items in the Commission's budget. Mr. Welch asked if the Commission should discuss to what degree the Commission wants to group those items with all of the options for water quality education and outreach for funding consideration.

Ms. Black asked if Chair Welch was asking the Education and Outreach Subcommittee to make a recommendation. Mr. Welch said yes. Ms. Langsdorf asked when the Commission wants the recommendation. Mr. Welch said the recommendation should be ready for discussion at the budget committee meeting.

Mr. Mathisen encouraged the Commission to start a grant program.

Ms. Black said one of the Education and Outreach Subcommittee's goals is to set criteria for a grant program. Ms. Black also said she needs watershed photos for the table top board she created for the Plymouth Yard & Garden Expo, so please forward photos to her.

Mr. Gustavson requested the Subcommittee while developing grant program criteria and policies to consider allowing grants to go to educational programs outside the watershed boundaries.

Mayor Loomis commented she likes the idea of a grant program and that she thought the idea of the survey is fine; however, she said the suggestions of the table top display, the lap top computer and the Enviroscope raise questions like where will the Commission use these and has the Commission identified how many opportunities there are to use those items. Mayor Loomis raised the questions of where would the Commission keep those items and who would be responsible for updating the materials.

Mr. Welch said this feedback is information for the Budget Committee to take into consideration.

- F. TAC Meeting Agenda. Mr. Kremer said at the next TAC meeting the TAC needs to review the comments from the cities regarding modification requests to the CIP. Mr. Welch reminded the Commission it added to the next TAC agenda a review of the recommended feasibility study locations for daylighting streams in the Bassett Creek Watershed. Mr. Kremer reminded the Commission that TAC has deferred the TMDL topic until its July meeting.

7. May Meeting

The following agenda items are currently scheduled for the Commission's May 18, 2006 meeting:

- A. 2005 Annual Report
- B. Budget Committee Update
- C. TAC Update
- D. TENTATIVE: Watershed Projects' Aesthetic Elements – BCWMC's role in the aesthetic issues of watershed projects. Revisit Policy that Created CIP Reserve Account and set \$250,000 Minimum Account Balance

8. Adjournment

Ms. Black moved to adjourn the meeting. Ms. Peterson seconded the motion. Chair Welch adjourned the meeting at 2:00 p.m.

Michael Welch, Chair

Amy Herbert, Recorder

Ginny Black, Secretary

Date: _____