

Bassett Creek Water Management Commission 2002 Annual Report

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Cover photo: Bassett Creek (Sweeney Lake Branch), Schaper Park, Golden Valley, Minnesota

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Introduction

This report has been prepared in accordance with the Annual Reporting Requirements as set forth in the Minnesota Rules Chapter 8410.0150. The report format corresponds to the items listed in subparagraph 3 and subparagraph 4 of the Rules.

In 1969, the Bassett Creek Flood Control Commission was formed by adoption of a Joint Powers Agreement between the nine communities in the watershed. As required by the Joint Powers Agreement, the Bassett Creek Flood Control Commission adopted the Watershed Management Plan for Bassett Creek in February 1972.

In accordance with provisions of the 1982 Metropolitan Surface Water Management Act, the Bassett Creek Flood Control Commission revised its Joint Powers Agreement and created the Bassett Creek Water Management Commission. The Bassett Creek Water Management Plan was prepared by the Commission in 1986 and adopted on December 18, 1986. The Board of Water and Soil Resources approved the plan on July 26, 1989. The Commission is currently in the process of completing its Second Generation Water Management Plan and expects to complete a draft plan in 2003.

Regular meetings for the Bassett Creek Water Management Commission are held at 12:00 noon at the Golden Valley City Offices on the third Thursday of each month. The fiscal year extends from February 1, 2002 through January 31, 2003.

I. Annual Activity Report

A. 2002 Commissioners

Municipality	Commissioners	Alternates	Term Expires
Crystal	Tom Mathisen, Vice Chair 4141 Douglas Drive Crystal, MN 55422 763-531-1160 tmathisen@ci.crystal.mn.us	David Anderson 2949 Hampshire Avenue Crystal, MN 55427 651-297-3010	February 1, 2003
Golden Valley	David Hanson, Treasurer 1030 Angelo Drive Golden Valley 55422 763-588-1478 davidwhans@aol.com	Jan LeSuer 7810 Ewald Terrace Golden Valley MN 55426 763-595-0721 jan.lesuer@ci.golden-valley.mn.us	February 1, 2003
Medicine Lake	John O'Toole, Chair MGO4SE, General Mills, Inc. PO Box 1113 Minneapolis 55440 763-764-2422 john.otoole@genmills.com		February 1, 2003
Minneapolis	Michael Welch Minnesota Environmental Initiative 219 N. Second Street, Suite 201 Minneapolis, MN 55401-1453 612-334-3388 mwelch@mn-ei.org	Edward McRoberts 2400 Glenwood Minneapolis, MN 55405 612-374-5894 frosted@sihope.com	February 1, 2004
Minnnetonka	Bill Yaeger, Secretary 14600 Minnetonka Boulevard Minnnetonka 55345 952-939-8239 byaeger@beaconbank.com		February 1, 2004
New Hope	Vincent Vander Top Bonestroo Rosene Anderlik & Associates 2335 West Highway 36 St. Paul, MN 55113 651-604-4790 vvandertop@bonestroo.com	Mary Gwin-Lenth 4401 Xylon Avenue North New Hope, MN 55428 763-531-5102 MJGL@prodigy.net	February 1, 2004
Plymouth	Elizabeth Thornton 4270 Lawndale Lane North Plymouth 55446 eathornt@ties.k12.mn.us	Karla Anderson 1810 Magnolia Lane North Plymouth 55441 763-557-9491 karlaanderson@hotmail.com	February 1, 2005
Robbinsdale	Karla Peterson Minnesota Department of Health PO Box 64975 St. Paul, MN 55164-0975 651-215-0761 karla.Peterson@health.state.mn.us	Erik Hansen Hammel, Green & Abrahamson, Inc. 701 Washington Avenue North Minneapolis, MN 55401 763-535-3436 ehansen@hga.com	February 1, 2005
St. Louis Park	Paul (PJ) Andersen 4151 Webster Avenue South St. Louis Park 55416 952-339-8729 pjandersen@isadesigninc.com	Sally Velick 8515 Westmoreland Lane St. Louis Park 55426 952-544-5678 svelick@mn.rr.com	February 1, 2005

B. Commission Staff and Consultants

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Corps of Engineers Representative

David Raasch
St. Paul District, U.S. Army Corps of Engineers
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St. Paul, MN 55101-1638
651-290-5437

C. Commission Goals and 2002 Work Plan Summary

The primary goals of the Commission are to:

1. Reduce flooding along the Bassett Creek trunk system, which is defined as:
 - a. The main channel from Medicine Lake to the Mississippi River.
 - b. The north branch from upstream of County Road 9 to its junctions with the Main Stem near T.H. 100.
 - c. The Sweeney Lake branch, from its source in Section 5, T29N, R21W to its junction with the main stem downstream of Sweeney Lake.
 - d. Plymouth Creek, from the point where it intersects with Highway 55 in Section 17, T228N, R22W to Medicine Lake, including the lake.
 - e. The designated water quantity and water quality storage facilities.
 - f. All other drains designated as trunks by the Commission.
2. Maintain and enhance the quality of the groundwater and surface-water resources in the watershed. Manage land development and water resource development of the watershed so that the beneficial uses of lakes and streams are available for maximum desired use by the community and to minimize the pollution of lakes, water bodies and streams.
3. Minimize the effects of the selected water management plan on the existing aesthetic environmental quality of the creek, by using a combination of structural and nonstructural alternatives. Where possible, the water management planning should enhance the existing environmental and aesthetic qualities.

Following is a summary of work performed during 2002. Work associated with review of development proposals is listed in Paragraph E.

- **Annual Report**—The Commission prepared the 2001 Annual Report as set forth in the Minnesota Rules Chapter 8410.0150. The report was submitted to the Board of Water and Soil Resources.
- **Water Quality Monitoring**—The Commission and its technical advisory committee evaluated the lake- and stream-gauging program. Detailed monitoring was not performed by

the Commission during 2002. The Commission participated in the citizens assisted monitoring program (CAMP), River Watch Program and the watershed outlet monitoring program (WOMP). Water quality tasks are more thoroughly identified in Paragraph F.

- **Second Generation Planning**—The Commission continued its planning. Some background information for the Second Generation Plan is appended. Key tasks performed during 2002 included:
 1. The Policy Advisory Group’s final meeting was on January 28, 2002. The PAG discussed the proposed funding of the Capital Improvements Program (CIP) and other BCWMC initiatives, as agreed upon by the Bassett Creek Water Management Commission at its November 13, 2001 workshop.
 2. The Steering Committee met on January 10, 2002; February 4, 2002; March 12, 2002; July 10, 2002; August 27, 2002; and September 17, 2002 to develop the Water Quality CIP and to review comments from member cities regarding the CIP and funding recommendations, to review and revise the Advisory Groups recommendations table, and to make recommendations to the Commission regarding funding and other policies.
 3. The Commission’s engineering consultant met individually with the engineering staff for the cities of Golden Valley (August 1, 2002); New Hope (August 8, 2002); Plymouth ((August 5, 2002); Crystal (August 21, 2002); St. Louis Park (August 26, 2002); and Robbinsdale (August 12, 2002) to discuss the Commission’s proposed CIP and compare it with the city’s local plan. Staff from Minneapolis, Medicine Lake, and Minnetonka did not think it was necessary to meet at that time.
 4. The Commission’s engineering consultant gave a presentation to the city of New Hope’s Citizens Advisory Commission on December 16, 2002, regarding the Commission’s second generation plan.
 5. The Steering Committee and Commission began discussing the possibility of using a County tax levy within the Bassett Creek watershed to pay for Commission projects.
- **Water Quantity**—The Commission continued its lake- and stream-gauging program. The lake-gauging program consisted of collecting monthly lake-level readings at Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane Lake (Ridgedale Pond), and Northwood Lake. Lake levels were measured twice per month between April and September. The stream-gauging program consisted of periodically surveying stages or inspecting the

creek if periods of high flow exist. The Commission also participated with the Metropolitan Council and Minneapolis Park and Recreation Board on the watershed outlet monitoring program (WOMP) designed to continuously monitor flow and water quality. Graphs of lake levels are included in the appendix.

- **Watershed Inspection**—The Commission performed monthly erosion control inspections of construction sites within the watershed. Following each inspection, a letter was prepared and sent to the applicable municipality listing construction projects and the improvement needed for effective erosion control.
- **Flood Control Project Inspection**—The Commission implemented the flood control project inspection program as set forth in the Bassett Creek Flood Control Project Operations and Maintenance Manual.
- **Development Proposals**—The Commission reviewed development proposals in the watershed for conformance to water quality and flooding policies.
- **Flood Control Project**—The Commission, Corps of Engineers and city of Minneapolis finalized cost summaries and credit information regarding the Bassett Creek Flood Control Project during 2001. Closeout documents were sent to the city of Minneapolis and the Commission was presented a check for \$133,285.01 during 2002.
- **Watershed Outlet Monitoring Program (WOMP)**—see Section H: Watershed Communication/Public Education.
- **River Watch Program**—see Section H: Watershed Communication/Public Education.
- **Citizen Assisted Lake Monitoring Program (CAMP)**—see Section H: Watershed Communication/Public Education.
- **Flood Profiles**—The Commission worked with the Corps of Engineers and municipalities to approve revised flood profiles along sections of Bassett Creek for the Federal Flood Insurance Program.
- **New Commissioners/Alternates Orientation**—The Commission conducted an orientation program during May covering the topics of water quality, Second Generation planning process and the flood control project for new commissioners and alternates.

- **Bassett Creek Watershed Tour**— The Commission conducted a watershed tour during its June meeting to visit several flood control and water quality features throughout the watershed.
- **Public Hearing: August 15, 2002**—The Commission conducted a Public Hearing at its August 15, 2002 meeting to consider amendments to its proposed 2003 budget.
- **Demonstration Project**—The Commission established a budget line item for demonstration projects for 2002
- **LCMR Grant Application**—The Commission prepared and submitted a LCMR (Legislative Commission on Minnesota Resources) grant applications for Medicine Lake and Wirth Lake improvements.
- **Alum Treatment**—A brief discussion regarding the benefits and potential adverse effects of Alum treatment was prepared.
- **Bassett Creek at Wirth Park**—A conceptual plan and cost estimate was prepared for improving Bassett Creek between Plymouth Avenue and Theodore Wirth Parkway in the City of Golden Valley.
- **Floodproofing Feasibility Study**—A feasibility study was prepared regarding floodproofing 12 homes along the Main Stem of Bassett Creek in Golden Valley that were originally proposed for floodproofing during the Flood Control Project.
- **Public Hearing: January 16, 2003**—The Commission conducted a Public Hearing at its January 16, 2003 meeting to consider the approval and funding of a project to floodproof 12 homes along the Main Stem of Bassett Creek that were originally proposed for floodproofing during the Flood Control Project.

D. 2003 Projected Work Plan

Following is a list of tasks to be completed during 2003:

- **Water Quantity**—The Commission will continue its lake- and stream-gauging program. The lake-gauging program will encompass Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane Lake (Ridgedale Pond), and Northwood Lake. The stream-gauging program will consist of periodically surveying stages or inspecting the creek if periods of high flow exist.
- **Watershed Inspection**—The Commission will continue its watershed construction-site inspection program. The inspections have proved valuable in correcting erosion- and sediment-control practices that are not in conformance with Commission policies.
- **Flood Control Project Inspection**—The Commission will continue its flood control project inspection program as set forth in the Bassett Creek Flood Control Project Operations and Maintenance Manual.
- **Water Quality**—Proposed water quality tasks for 2003 include performance of the following:
 1. ***Bassett Creek Biotic Index Monitoring*** An assessment of the benthic invertebrates found in a stream provides a long-term assessment of its water quality. During 1980, 1983, 1991, 1995 and 2000, benthic invertebrates were collected from Plymouth Creek, the Sweeney Lake Branch, the North Branch and the Main Stem of Bassett Creek to evaluate its water quality and to detect changes in water quality over time. During 2003, the same six stations monitored in previous surveys will be monitored. Hilsenhoff's Biotic Index will be used to evaluate existing water quality and to assess changes.
 2. ***CAMP*** The lake-gauging program will include lake monitoring through the citizens assisted monitoring program (CAMP). Volunteer citizens will monitor the following lakes: Sweeney Lake in Golden Valley, Northwood Lake in New Hope, Westwood Lake in St. Louis Park, Parkers Lake in Plymouth, South Rice Lake in Golden Valley.
 3. ***Medicine Lake*** will be monitored by Three Rivers Park District.
 4. ***Wirth Lake*** will be monitored by Minneapolis Parks and Recreation Board.

- **Flood Profiles**—The Commission will adopt revised flood profiles after FEMA has approved flood profiles along sections of Bassett Creek.
- **Development**—The Commission will continue to review development proposals in the watershed for conformance to water quality and flooding policies. Some cities may elect to minimize Commission review after approval of its individual water management plan.
- **Citizen Involvement**—The Commission will continue to make provisions for citizen participation.
- **Second Generation Water Management Plan**—The Commission will continue its second generation planning process. Revisions are necessary to the existing plan in order to comply with the provisions of Minnesota Rules Chapter 8410, the Metropolitan Surface Water Management Act, the Metropolitan Water Management Development Guide, and the approved county groundwater and other regional plans. A draft of the plan will be completed during 2003.
- **Soil Phosphorus Education Program**—The Commission will continue to work with Hennepin Parks to implement a soil phosphorus educational program for the Medicine Lake watershed.
- **Ditch Legislation**—The Commission will continue to work with Hennepin County regarding legislation to transfer authority of county ditches to WMOs.
- **Capital Improvement Plan and Prioritization**—The Commission will continue to review and update its capital improvement plan and its water resource prioritization.
- **Demonstration Project**—The Commission’s Technical Advisory Committee (TAC) will establish guidelines for funding demonstration projects.
- **Watershed Outlet Monitoring Program (WOMP)**—The Commission will continue its support of the WOMP program with the Metropolitan Council Environmental Services and the Minneapolis Park and Recreation Board.
- **River Watch Program**—The Commission will continue its participation in the River Watch Program with Hennepin Conservation District.
- **Citizen Assisted Lake Monitoring Program (CAMP)**—The Commission will continue its support of the CAMP program with the Metropolitan Council Environmental Services.

E. Project Reviews

The following two tables list construction projects and other plans that were reviewed by the Commission and/or its engineering consultant. The first table, "Plans Presented for Commission Review and Comment," is a list of projects that were discussed during Commission meetings. The second table, "Plans Presented for Administrative Review and Comment," is a list of projects that were reviewed by the Commission's engineering consultant in accordance with policies of the Commission.

Plans Presented For Commission Review and Comment

Appl. Form #	Project Name	Date Submitted	City	Comments	Date of Commission Review
2002-01	Breck School Soccer Field	1/16/02	Golden Valley	Conditional approval, Institutional development.	2/15/02
		5/02		Conditional approval, Institutional development.	5/16/02
2002-02	2002 Plymouth Street Reconstruction Project, Nathan Lane, Lancaster Lane, North Frontage Road	2/06/02	Plymouth	Conditional approval, public street reconstruction.	2/15/02
2002-03	Office Warehouse – Trenton Ponds	2/06/02	Plymouth	Conditional approval, commercial development.	2/15/02
2002-06	2002 Golden Valley Pavement Management, Unity Ave. Reconstruction	3/05/02	Golden Valley	Conditional approval, public street reconstruction.	3/21/02
2002-05	2002 Golden Valley Pavement Management, Meadow Lane Area	2/25/02	Golden Valley	Conditional approval, public street reconstruction.	4/18/02
2002-08	2002 Minnetonka Street Reconstruction	3/29/02	Minnetonka	Conditional approval, public street reconstruction.	4/18/02
2002-11	36 th Avenue Improvements/Hidden Valley Park Improvements	5/02/02	New Hope	Conditional approval, Public Streets/Parks	5/16/02
2002-12	Sonnesyn Elementary School	5/3/02	New Hope	Conditional approval, public institutional improvements	5/16/02
2002-13	Hidden Lakes Development Second Phase-Peninsula and Block 2	5/02/02	Golden Valley	Conditional approval, Residential Development	5/16/02
2002-15	2002 Robbinsdale Street Reconstruction	5/02/02	Robbinsdale	Conditional approval, public street reconstruction.	6/20/02
2002-19	Glenwood Inglewood Wall DNR Permit	6/05/02	Minneapolis	Commission drafted letter of comment	6/20/02

Plans Presented for Commission Review and Comment (continued)

Appl. Form #	Project Name	Date Submitted	City	Comments	Date of Commission Review
2002-20	Wirth Park Bike Trail	6/21/02	Golden Valley Minneapolis	Approval, public trail.	7/18/02
2002-23	5130 Minnaqua Drive	8/9/02	Golden Valley	Approval, residential addition (work in floodplain).	8/15/02
2002-28	1810 Major Drive	10/2/02	Golden Valley	Approval, residential shoreline restoration.	10/17/02
2002-29	Brookview Golf Course Improvements	10/14/02	Golden Valley	Conditional approval, public golf course.	10/17/02
_____	Wirth Lake Park Improvements	11/19/02	Golden Valley Minneapolis	Public development.	11/19/02
2002-16	Stone Creek Village	5/15/02	Plymouth	Conditional approval, commercial development.	11/19/02
2002-26B	Plymouth Creek Professional Building	11/12/02	Plymouth	Conditional approval, commercial redevelopment.	1/19/02
2002-30	2241 Lee Avenue	12/4/02	Golden Valley	Approval, residential shoreline restoration.	1/16/03
2002-32	5919 St. Croix Avenue	1/9/03	Golden Valley	Approval, residential shoreline restoration.	1/16/03

Plans Presented for Administrative Review and Comment

Appl. Form #	Project Name	Date Submitted	City	Type
01-09	Cantera Wood (Mulberry Woods) Revised	4-04-01 5-02	MTKA	Single Residential
01-11	General Mills, Inc. Office Expansion	3/01, 8/01 9/02	GV	Commercial
01-27	Killian Addition (Toni Sikas Addition)	6-28-01	PLY	Residential
01-28	T.H. 100—Segment 5	7-10-01	GV	Public Street
01-30	Bassett Creek Condos	8-9-01	GV	Multiple Residence
01-38	BP Connect	12-12-01	GV	Commercial
02-01	Breck School Soccer Field	1-16-02	GV	Institutional
02-02	Plymouth 2002 Street Recon Lancaster Lane, Nathan Lane	2-6-02	Ply	Public Street
02-03	Office Warehouse-Trenton Ponds	2-6-02	Ply	Commercial
02-04 (98-45)	394 Office Building (see 98-45)	2-11-02	Mtka	Commercial
02-05	GV 2002 Pavement Mgmt—Meadow Lane Area	2-25-02	GV	Public Street
02-06	GV 2002 Pavement Mgmt—Unity Avenue	3-5-02	GV	Public Street
02-07 (01-31)	Carousal Automobile Phase 2 (see 01-31)	3-1-02	GV	Commercial
02-08	Minnetonka 2002 Street Rehab	3-29-02	Mtka	Public Street
02-09	GV Office Building	4-4-02	GV	Commercial
02-10	Jordans Ridge	4-18-02	Ply	Residential
02-11	36 th Avenue Improvement-Hidden Valley Park Improvement	5-2-02	New Hope	Street-Parks
02-12	Sonnesyn Elementary School	5-3-02	New Hope	Institutional
02-13	Hidden Lakes (see 96-3)	5-2-02	GV	Residential
02-14	Archwood Additional	5-2-02	Mtka	Residential
02-15	Robbinsdale 2002 Street Imp	5-2-02	Rob	Street Public
02-16	Stone Creek Village	5-15-02	Ply	Commercial
02-17	Sunrise Estates	6-13-02	Ply	Residential
02-18	GV Office Building (Schaper area)	7-9-02	GV	Commercial
02-19	Glenwood Inglewood Wall DNR Permit	6-5-02	Mpls	Commercial
02-20	Wirth Park Bike Trail	6-21-02	Mpls/GV	Public Trail
02-21	Zeman Corporate Office	7-15-02	GV	Commercial
02-22 (97-12)	West Health Phase III (02-17 on letter)	7-02-02	Ply	Commercial
02-23	5130 Minnaqua Drive	8-9-02	GV	Residential
02-24	Ridge Point Sr. Housing	7-19-02	Mtka	Multiple Residential
02-25A	Guyers Building Addition	9-10-02	Ply	Commercial
02-25B	Logan Ave. Water Quality Pond	10-2-02	Mpls	Pond
02-26A	Minnesota Medical	09-10-02	GV	Commercial
02-26B	Plymouth Creek Professional Building and Future Development	11-12-02	Ply	Commercial
02-27	Lifetime Fitness	08-05-02	Ply	Commercial
02-28	1810 Major Drive	10-02-02	GV	Residential
02-29	Brookview Golf Course	10-14-02	GV	Public

Plans Presented for Administrative Review and Comment (continued)

Appl. Form #	Project Name	Date Submitted	City	Type
02-30	2241 Lee Avenue North	12-4-02	GV	Residential
02-31	Village Park Apartments	12-2-02	SLP	Mult. Resident
02-32	5919 St. Croix Ave.	1-9-03	GV	Residential

F. Water Quality Monitoring Data and Studies

The following water quality monitoring and water quality studies were performed:

- Detailed stream monitoring at Bassett Creek WOMP station —Stream monitoring was performed in cooperation with the Metropolitan Council Environmental Services (MCES) and the Minneapolis Park and Recreation Board (MPRB) as part of the watershed outlet monitoring program (WOMP).
- 2002 River Watch Program—The Commission supports the Hennepin Conservation District (HCD) in its River watch Program. A copy of the executive summary and monitoring results in Bassett Creek is appended.
- Capital Improvements Identified by Preliminary Plans—A draft capital improvements plan for water quality improvement throughout Bassett Creek watershed was revised. A copy of the table is appended.
- **2001 Metropolitan Council Report on Lake Water Quality Monitoring (July 2002)**—A summary of the sections of the report, *2001 Study of the Water Quality of 132 Metropolitan Area Lakes*, related to Bassett Creek Watershed is appended. The report presents summaries of the Citizens Assisted Monitoring Program (CAMP).

Plans Presented for Administrative Review and Comment (continued)

G. Local Plan Adoption

The following table shows the status of the stormwater management plan preparation for each municipality.

Municipality	Local Plan Status	Comments
Crystal	Preliminary planning started	Final planning will be performed after completion of the BCWMC 2nd Generation Plan.
Golden Valley	Completed	Local plan approved by the Commission in August 1999. Resolution 99-6.
Medicine Lake	Not started	Plan will not be prepared. Medicine Lake will adopt Plymouth local plan after completion.
Minneapolis	Preliminary planning started	Final planning will be performed after completion of the BCWMC and Shingle Creek WMO 2nd Generation Plan.
Minnetonka	Completed	Local plan was approved by the Commission in October 1997. Resolution 97-8.
New Hope	Completed	Local plan was approved by the Commission in August 1996; reconfirmed in April 1997. Resolution 97-4.
Plymouth	Completed	Local plan conditionally approved by the Commission in February 1999. Resolution 99-3.
Robbinsdale	Completed	Local plan was approved by the Commission in October 1996; reconfirmed in April 1997. Resolution 97-5.
St. Louis Park	Completed	Local plan was approved by the Commission in March 2000; Resolution 00-2.

Plans Presented for Administrative Review and Comment (continued)

H. Watershed Communication/Public Education

In accordance with Minnesota Rules, Chapter 8410, Subpart 4, the Commission utilized the following information sources for providing information to the general public:

- **Water Quality Education Program**—The Commission provided \$5,000 for the Think Clean Water Education Program sponsored by the Center for Global Environmental Education. The program is aimed at educating homeowners regarding management of its fertilizers and grass clippings.
- **Environmental Education Seminar, September 7, 2002**—City of Plymouth and the Association of Medicine Lake Area Citizens presented an environmental education seminar to people in the city of Plymouth. The seminar educated the public on what can be done to improve water quality.
- **Lawn Fertilizer Brochure**—The Commission contributed \$100 to the Minneapolis Environmental Services Department to defray publishing costs for a lawn fertilizer brochure.
- **Citizens Assisted Lake Monitoring Program (CAMP)**—The Commission participated with the Metropolitan Council in its citizen-assisted lake-monitoring program (CAMP). Volunteer citizens monitored the following lakes: Sweeney Lake in Golden Valley, Northwood Lake in New Hope, Westwood Lake in St. Louis Park, Parkers Lake in Plymouth, South Rice Lake in Golden Valley.
- **McKnight Foundation Embrace Open Space Campaign**— Bassett Creek along with other local amenities are listed by the McKnight Foundation as Twin Cities' treasures in its Embrace Open Space Campaign. A copy of the article is attached. See the following web site address: <http://www.embraceopenspace.org>.
- **Water Quality Education**—The Commission participated in a grant application with the Water Resources Rehabilitation Board, University of Minnesota and Hennepin County Parks to the Environmental Protection Agency to implement two continuous monitoring stations on Medicine Lake and to implement a public education program to teach the public about the impact of phosphorus on the water quality of Medicine Lake. See the following web site address: <http://lakeaccess.org/lakedata/frames/medicineframeset.htm>.

Plans Presented for Administrative Review and Comment (continued)

- **Development Requirements**—The report Requirements for Improvements and Development Proposals prepared by the Commission (updated November 1998) is provided to developers and interested citizens.
- **Web site**—The Commission updated its web site. Information posted on the web site includes: meeting agendas (Commission; Steering Committee; and Policy, Technical, and Citizens advisory groups), support materials for meetings, and materials developed as part of the Second Generation planning process. In 2002, there were approximately 10,000 visits to the Commission's web page. A copy of the Web Site Usage Report from October 1, 2002 through December 31, 2002 is included in Appendix H. The address for Bassett Creek website is <http://www.bassettcreekwmo.org/>
- **Monthly Commission Meetings**—Commission meetings are held on the third Thursday of every month at the City of Golden Valley city hall and are open to the public.
- **Commission Meeting Packet**—The Commission distributed monthly meeting agenda, meeting minutes, and Commission packet including various correspondence and items of interest to approximately 40 interested parties over the last 12 months.
- **Public Information Plan**—As part of the Second Generation Plan process, the Citizens Advisory Group developed a draft Public Information Plan for the Commission. The Steering Committee recommended inclusion of the Public Information Plan in the Second Generation Plan.
- **Communications Coordinator**—The Commission will continue to implement a public information plan as recommended by the Policy and Citizens Advisory Groups at its November 13, 2001 special meeting.
- **River Watch Program**—The Commission participated with the Hennepin Conservation District (HCD) in this program. The program is a macroinvertebrate monitoring program performed by high school and college students. Results are provided on HCD's web site: <http://www.hcd.hennepin.mn.us/riverwatch.html>.
- **Watershed Outlet Monitoring Program (WOMP)**—The Commission participated with the Metropolitan Council in this program to monitor water quality and stream flow in Bassett Creek

Plans Presented for Administrative Review and Comment (continued)

- **Soil Phosphorus Education Program**—Commission worked with Hennepin County Parks in the implementation of a soil phosphorus educational program for the Medicine Lake watershed.
- **Policy, Technical, and Citizens Advisory Groups and Steering Committee Meetings**—Advisory Groups meetings and Steering Committee meetings for the Second Generation Plan process were open to the public.

Plans Presented for Administrative Review and Comment (continued)

I. Professional Services Proposal

In accordance with Minnesota Statutes, Section 103B.227, Subdivision 5, the Commission solicited proposals for legal and engineering technical consulting services. The Commission formed two committees, one for legal and one for engineering, to review the proposals. During its October 17, 2002 meeting, the Commission elected to retain the firm Barr Engineering Company for engineering technical services and Kennedy & Graven for legal services.

J. Assessment of Changes in Fund Balance

A discussion of the fund balance is included in the Audit Report and the Treasurers Report.

K. Wetland Conservation Act/Wetland Banking Program

1991 Wetland Conservation Act: The interim program of the 1991 Wetland Conservation Act was effective through December 31, 1993. On January 1, 1994, the permanent program of the 1991 Wetland Conservation Act became effective. Each municipality was required to designate the local government unit (LGU) responsible for administering the interim program and the permanent program of the 1991 Wetland Conservation Act. The following table indicates the local governmental unit for each municipality.

Municipality	Local Government Unit (LGU)	
	Interim Program Through 12/31/93	Permanent Program Effective 1/1/94
Crystal	BCWMC	Crystal
Golden Valley	BCWMC	Golden Valley
Medicine Lake	BCWMC	BCWMC
Minneapolis	BCWMC	Minneapolis
Minnetonka	Minnetonka	Minnetonka
New Hope	BCWMC	New Hope
Plymouth	Plymouth	Plymouth
Robbinsdale	BCWMC	BCWMC
St. Louis Park	BCWMC	BCWMC

BCWMC = Bassett Creek Water Management Commission

Wetland Mitigation Policy—The Commission's wetland mitigation policy specifies that filling or developing existing lakes and wetlands require an evaluation of the benefits of the wetland for stormwater storage, water quality enhancement, and wildlife habitat, as well as the

Plans Presented for Administrative Review and Comment (continued)

development of a plan to mitigate the loss of those benefits somewhere in the affected municipality.

Wetland Banking Program—Currently, the Commission has not adopted a wetland banking program.

II. Annual Financial Report

The 2002 fiscal year for the Bassett Creek Water Management Commission commenced on February 1, 2002 and ended January 31, 2003.

A. Approved Budget

The approved budget for fiscal year 2002 was \$340,000. Each member's contribution toward the annual budget is based 50 percent on the total area of the municipality within the watershed and 50 percent on the tax capacity of the area within the watershed. A copy of the 2001 budget proposal prepared by the Commission's treasurer is appended.

B. Report of Revenues

See audit report.

C. Report of Expenditures

See audit report.

D. Financial Audit Report

The annual audit report for the year ending January 31, 2003, was performed by Malloy Montague Karnowski Radosevich & Co., P.A. A copy of the report is appended.