



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: January 8, 2014

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background information on 1/16/14 BCWMC Meeting

1. CALL TO ORDER and ROLL CALL
2. CITIZEN FORUM ON NON-AGENDA ITEMS
3. APPROVAL OF AGENDA – ACTION ITEM
4. CONSENT AGENDA
 - A. Approval of Minutes from 12/19/13 Commission Meeting - ACTION ITEM with attachment
 - B. Approval of Financial Report - ACTION ITEM with attachment
 - C. Approval of Payment of Invoices - ACTION ITEM with attachments
 - i. Keystone Waters, LLC – December 2013 Administrator Services
 - ii. Barr Engineering – Engineering Services
 - iii. Amy Herbert – December 2013 Secretarial Services
 - iv. ACE Catering – January 2014 Meeting Refreshments
 - v. Wenck – December WOMP Station Operation
 - vi. Hedberg Maps – Map Project Down Payment Invoice
 - vii. Hoshal Advertising – Map Project Down Payment Invoice
 - viii. CNA Surety Payment
 - ix. Golden Valley Invoice for Services of Deputy Treasurer
 - D. Approval of Reimbursement Request from City of Golden Valley for Main Stem Project Wisconsin Ave. to GV/Crystal Border ACTION ITEM with attachment

Staff reviewed the reimbursement request from the City of Golden Valley for the restoration work along the Main Stem per the agreement between the City and the Commission. Staff recommends approval of payment in the amount of \$42,470.15. This is the final reimbursement request for this project.
 - E. Approval of Final Financial Report to Close-out BWSR Clean Water Fund Grant for Wirth Lake Outlet Modification Project - ACTION ITEM with attachment – The Commission received a 2011 \$75,000 Clean Water Fund Grant for the Wirth Lake outlet project. The funds were expended and the grant period expired 12/31/13. Staff recommends authorizing the Commission Chair or Acting Chair to sign final financial form and for staff to submit final paperwork to the BWSR.
 - F. Resolution 14-01 approving reimbursement to the BCWMC 2.5% of the tax levy request to Hennepin County for collection in 2013 for admin expenses of the CIP projects and approving the transfer of those funds to the BCWMC's FY2013-2014 Administrative account - ACTION ITEM with attachment – Staff recommends approving the attached resolution directing the transfer of \$24,650 from the CIP project funds to the Administrative Fund, (which is 2.5% of the 2013 Hennepin County tax request) to be used for administrative tasks related to the CIP program.

- G. Resolution 14-02 approving the transfer of 2013 BCWMC funds from its Administrative account to its Erosion/Sediment account (channel maintenance fund) and Long-term Maintenance account - **ACTION ITEM with attachment** – *Staff recommends approving the attached resolution to transfer \$25,000 into the channel maintenance fund and \$25,000 into the long-term maintenance funds from the Administrative Fund.*

5. NEW BUSINESS

- A. Presentation by Christine Baeumler (U of M) on Use of Art and Aesthetics in Water Quality Improvement Projects – **INFORMATIONAL ITEM no attachment**
Staff with the City of Golden Valley requested to have Ms. Baeumler give a presentation to the Commission. Ms. Baeumler is an art professor at the U of M and she works as artist-in-residence with the Capitol Region and Ramsey-Washington Watershed Districts. Ms. Baeumler's projects seek to improve the ecological condition of urban green spaces, increase natural habitat, mitigate storm water pollution, and engage community members in the creative process.
- B. Consider Request for Development of Educational Sign at Sweeney Lake – **ACTION ITEM with attachment** – *A resident concerned about the conditions of Sweeney Lake would like to donate funds for the design and fabrication of an educational sign at Sweeney Lake. The attached letter outlines some ideas for messages on the sign. Staff recommends directing the Administrator to work with the donor and the Commission's Education Committee to bring a draft sign design to a future meeting.*
- C. Consider Proposal from Wenck Associates for 2014 WOMP Station Operation – **ACTION ITEM with attachment** – *Staff recommends continuing to contract with Wenck Associates for WOMP Station operation in 2014. Wenck's proposal and contract are attached. Operations went smoothly throughout 2013 with their services. Their proposed budget is the same as 2013 and is also in line with the Commission's budgeted amount for 2014 WOMP operations.*
- D. TAC Recommendations
The Technical Advisory Committee met on 1/7/14 and has recommendations on the following items. See notes below and TAC memo attached.
- i. 2016 – 2020 CIP project **ACTION ITEM** – *The TAC discussed possible CIP projects for the 2016 – 2020 list. The TAC recommends the Commission direct the TAC to meet in March to finalize the CIP recommendations.*
 - ii. 2014 Channel Maintenance Fund Use – **ACTION ITEM** – *The TAC recommends the Commission approve the City of Minneapolis' requested use of its allocated Channel Maintenance Funds (\$26,747.50) to perform stream restoration work on the Main Stem in the Glenwood Inglewood area.*
 - iii. Water Quality Standards and Triggers – **FOR INFORMATION** – *The TAC discussed standards and triggers for the Next Generation Watershed Plan at the request of the Plan Steering Committee. The TAC recommends the Committee consider the TAC's suggested standards and triggers (as presented in the TAC memo) at a future meeting.*

6. OLD BUSINESS

- A. Four Seasons Area Water Quality Project – Drainage Improvement Alternatives – FOR DISCUSSION with attachment – *This item was held over from the November Commission meeting. TAC member Asche would like more feedback from the Commission on this issue as there was little time at the November meeting for a good discussion and some residents were not able to attend that meeting. After receiving feedback from the Commission, Mr. Asche will host a neighborhood meeting to discuss the neighborhood concerns, the Commission feedback, and the City's needs.*
- B. Receive Update on Next Generation Plan Development
- i. Progress on Development of Draft Policies – INFORMATION ITEM no attachment – *A verbal update will be provided to the Commission.*
 - ii. Possibility of February Commission Workshop – DISCUSSION ITEM no attachment – *The Plan Steering Committee will likely be ready to hold a Commission workshop in the near future to gather input from the Commission, TAC, and review agencies on multiple draft policies. The Commission should discuss possible timing for a workshop.*
 - iii. Draft Next Generation Plan Steering Committee 11/18/13 and 12/16/13 Meeting Notes – INFORMATION ITEM with attachment
- C. Update on Medicine Lake Water Level Issue – DISCUSSION ITEMS with attachments
- i. Letter Sent to Stakeholders Outlining Commission Process Moving Forward – *As directed by the Commission at their November meeting, the attached letter was sent to Medicine Lake stakeholder groups outlining the Commission's process for continued dialogue facilitation, information gathering, and hosting of a stakeholder meeting.*
 - ii. Draft Letter to the Editor from Chair Black – *Chair Black would like the Commission to consider a response to the 12/5/13 letter to the editor of the Plymouth Sun Sailor (Found at <http://sailor.mnsun.com/2013/12/05/concerning-bassett-creek-watershed-commission/>). A draft letter by Chair Black was distributed to Commissioners and Alternates on 1/4/14 to gather comments; those submitted are shown as tracked in the attached draft. Some Commissioners expressed concern over the idea of a letter coming from the Commission. The Commission should decide how or if to develop a response that would come from the Commission.*
 - iii. List of Components and General Budget for Study of Outlet Modifications – *As directed by the Commission at their November meeting, the Commission Engineer developed the attached list of components and general budget for a study of outlet modifications.*
 - iv. Compilation of Stakeholders' Responses to Survey of Issues – Medicine Lake *stakeholder groups were asked about issues facing Medicine Lake. Attached is a memo with their responses compiled.*
 - v. Plans for Large Stakeholder Meeting – *The Commission should discuss the possible timing, agenda and speakers for a large stakeholder meeting. The purpose of the meeting would be to share information and ideas, dispel miscommunication, and hear from experts to learn more about issues facing the lake including water level management, aquatic invasive species, aquatic plant growth, dredging, recreational goals, etc.*

D. Update on Performance Evaluation of Administrator – **INFORMATION ITEM no attachments**

A verbal update will be provided by Vice Chair Jim de Lambert on the performance evaluation process.

7. COMMUNICATIONS – INFORMATIONAL ITEMS with attachments

- A. Administrator's Report – *Report is attached*
- B. Chair
- C. Commissioners
- D. Committees
- E. Legal Counsel
- F. Engineer - *Attached is a memo regarding the request to the MPCA to consider removing Wirth Lake from the Impaired Waters list. Engineer Chandler will update the Commission on this item.*

8. INFORMATION ONLY – INFORMATION ITEMS with documents online

- A. WCA Notices, Plymouth
- B. Presentation on Water Quality Standards by MPCA
- C. Grant Tracking Summary and Spreadsheet

9. ADJOURNMENT

Upcoming Meetings

- XP-SWMM Tutorial: Tuesday January 14, 2014, 3:30 – 5:00 Barr Engineering
- Next Gen Plan Steering Committee: Monday January 27, 2014, Golden Valley City Hall