



Bassett Creek Watershed Management Commission

Regular Meeting

8:30 a.m. – 11:00 a.m.

Thursday, September 19, 2013

Council Conference Room, Golden Valley City Hall
7800 Golden Valley Rd., Golden Valley MN

AGENDA

Please note start time!

1. CALL TO ORDER and ROLL CALL

2. CITIZEN FORUM ON NON-AGENDA ITEMS - *Citizens may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, with the exception of referral to staff or a Commissions Committee for a recommendation to be brought back to the Commission for discussion/action.*

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

- A. Approval of Minutes - August 15, 2013 Commission Meeting
- B. Approval of Financial Report
- C. Approval of Payment of Invoices
 - i. Keystone Waters, LLC – August 2013 Administrator Services
 - ii. Barr Engineering – Engineering Services
 - iii. Amy Herbert – August 2013 Secretarial Services
 - iv. ACE Catering – September 2013 Meeting Refreshments
 - v. Kennedy & Graven – Legal Services
 - vi. Wenck – August WOMP Station Operation
 - vii. Ted Hoshal – reimbursement of education-related expenses
 - viii. WMWA – administration and education project expenses

5. PUBLIC HEARING

- A. Receive Comments from Public on Proposed 2014 Capital Improvement Program (CIP) Projects
 - i. Schaper Pond Diversion Project (*feasibility study online*)
 - ii. Briarwood/Dawnview Water Quality Improvement Project (*feasibility study online*)
 - iii. Twin Lake In-lake Alum Treatment (*feasibility study online*)

6. NEW BUSINESS

- A. Adopt Major Plan Amendment to Include 2014 CIP Projects
- B. Consider Resolution for Following Actions:
 - i. Ordering 2014 Improvements (Schaper Pond Diversion Project, Briarwood Dawnview Water Quality Improvement Project, Twin Lake In-lake Alum Treatment),
 - ii. Designating Members Responsible for Construction,
 - iii. Making Findings Pursuant to Minnesota Statutes, Section 103B.251,
 - iv. Certifying Costs to Hennepin County, and
 - v. Approving Agreement with City of Golden Valley for Construction of Briarwood/Dawnview Water Quality Improvement Project
- C. Schaper Pond Diversion Project – update on meeting with agencies

- D. Twin Lake In-lake Alum Treatment Project
 - i. Update on Fish Surveys
 - ii. Discuss Development of Project Plan and Specifications
- E. Review of Main Stem Restoration Project; Golden Valley Rd. to Irving Ave. N. – 50% Development Plans (CIP 2012 CR) (*Plans online only*)
- F. Set TAC Meeting Date and Agenda

7. OLD BUSINESS

- A. Four Seasons Mall Area Water Quality Project (CIP NL-2)
 - i. Lancaster Lane Diversion Project Update
 - ii. Approval of 90% Plan Set (*Plans online only*)
- B. Receive Update on Next Generation Plan Development
 - i. Review of Plan Budget and Discussion of Scope
 - ii. Draft Next Generation Plan Steering Committee Meeting Notes (8/19/13)
 - iii. Preliminary Approval of Final Goals
- C. Budget Committee Recommendations
- D. Decide on BCWMC Meeting Time
- E. Review of Clean Water Fund Grant Draft Applications – Briarwood/Dawnview Water Quality Improvement Project
- F. Consider Grant Payment to Meadowbrook School for 2010 Water Quality Education Project
 - i. Memo Describing Current Project Status
 - ii. Original Final Report from Meadowbrook– January 2010

8. COMMUNICATIONS

- A. Administrator's Report
- B. Chair
- C. Commissioners
- D. Committees
 - i. Administrative Services Committee
 - ii. Education Committee
- E. Legal Counsel
- F. Engineer

9. INFORMATION ONLY (Information online only)

- A. Grant Tracking Summary and Spreadsheet
- B. Freshwater Society Report: MN's Groundwater: Is Our Use Sustainable?
- C. October 8th Speaker on Asian Carp Sponsored by Freshwater Society <http://freshwater.org/>
- D. Notice of WCA Applications for Berg Site and 11 Saratoga Lane in Plymouth
- E. Construction Dewatering DNR Water Appropriation Permit for Hampton Inn, Minnetonka
- F. West Metro Water Alliance – June Meeting Minutes

10. ADJOURNMENT

Upcoming Meetings

- **Next Gen Plan Steering Committee:** 9/16/13 and 9/23/13, 4:30 p.m., Golden Valley City Hall Council Conference Room
- **TAC Meeting (if ordered):** 10/7/13, 1:30 p.m., location TBD
- **Commission Meeting:** 10/17/13, Time TBD, Golden Valley City Hall Council Conference Room

Future Commission Agenda Items list

- Develop fiscal policies
- Develop a post-project assessment to evaluate whether it met the project's goals
- Medicine Lake rip-rap issue over sewer pipe
- Presentation on joint City of Minnetonka/ UMN community project on storm water mgmt
- State of the River Presentation
- Presentation by Claire Bleser and Kevin Bigalke on Chloride

Future TAC Agenda Items List

- Develop guidelines for annualized cost per pound pollutant removal for future CIP projects
- Stream identification signs at road crossings
- Blue Star Award for cities
- Emerald Ash Borer and how ash tree removal should be considered during restoration projects (Rainbow Tree Care has offered to give a presentation)
- Look into implementing "phosphorus-budgeting" in the watershed – allow "x" pounds of TP/acre.



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: September 12, 2013

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background information on 9/19/13 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 8/15/13 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 – August 2013 Administrator Services
 - ii. Barr Engineering – Engineering Services
 - iii. Amy Herbert – August 2013 Secretarial Services
 - iv. ACE Catering – September 2013 Meeting Catering
 - v. Kennedy & Graven – Legal Services
 - vi. Wenck – July WOMP Station Operation
 - vii. Ted Hoshal – reimbursement of education-related expenses
5. **PUBLIC HEARING**
 - A. Receive Comments from Public on Proposed 2014 Capital Improvement Program (CIP) Projects –
 - i. Schaper Pond Diversion Project (Feasibility Study online)
 - ii. Briarwood/Dawnview Water Quality Improvement Project (Feasibility Study online)
 - iii. Twin Lake In-lake Alum Treatment (Feasibility Study online)

The public hearing will be opened and the public will be asked for comments on the three projects proposed to be added to the 2014 CIP. All comments will be entered into the public record and will be considered before the Commission orders these projects under agenda item 6Bi below.
6. **NEW BUSINESS**
 - A. Adopt Major Plan Amendment to Include 2014 CIP Projects - ACTION ITEM with attachment;

On 2/28/13 the Commission requested a Major Plan Amendment to add 3 projects to the 2004 Watershed Management Plan. On 5/16/13 the Commission held a Public Hearing on the addition of these projects to the Plan which was continued to 6/20/13. No public comments were received. Comments received from State review agencies have been addressed. On 8/29/13, the Board of Water and Soil Resources approved the Major Plan Amendment (see attachment). The Commission should adopt the Plan Amendment through the attached resolution.
 - B. Consider Resolution for Following Action: – ACTION ITEM with attachments

The attached resolution contains several actions (see list below). An additional memo for item iv further recommends the Commission direct staff to certify for payment by Hennepin County in 2014 a total tax levy request of \$895,000; and direct the transfer of \$130,000 from the Closed Project Account

to pay for the remaining portion of the total 2014 project costs. Finally, an agreement with the City of Golden Valley is attached for item v.

- i. Ordering 2014 Improvements (Schaper Pond Diversion Project, Briarwood Dawnview Water Quality Improvement Project, Twin Lake In-lake Alum Treatment),
- ii. Designating Members Responsible for Construction,
- iii. Making Findings Pursuant to Minnesota Statutes, Section 103B.251,
- iv. Certifying Costs to Hennepin County, **with attachment**, and
- v. Approving Agreement with City of Golden Valley for Construction of Briarwood/Dawnview Water Quality Improvement Project – **with attachment**

C. Schaper Pond Diversion Project – update on meeting with agencies **ACTION ITEM with attachment** On 9/9/13, Engineers Chandler and Kremer, TAC members Joe Fox and Jeff Oliver, and I met with staff from the MPCA and DNR to discuss this project and whether or not a permit is obtainable for the proposed work. The meeting notes are attached. Staff recommends that the Commission 1) direct staff to prepare a wetland assessment for existing and proposed project conditions at Schaper Pond; and 2) direct staff to prepare and submit information to the MPCA work group, the DNR, and city staff regarding the impacts of the proposed project on water quality degradation and wetland degradation in Schaper Pond. The information will also include a maintenance plan.

D. Twin Lake In-lake Alum Treatment Project –

- i. Update on Fish Surveys – DISCUSSION ITEM with attachment

On 8/28/13, the DNR conducted a fish survey of Sweeney Lake using electroshocking equipment. The DRAFT report, photos, and email correspondence from DNR staff are attached. Blue Water Science is scheduled to complete a fish survey 9/16 – 9/17. Staff will update the Commission on preliminary findings from that survey. The Commission should discuss if further study of the fishery is needed.

- ii. Discuss Development of Project Plan and Specifications – DISCUSSION ITEM no attachment Golden Valley staff requested that the Commission develop the project plan and specifications for this project. The Commission should decide how to move forward with this task.

E. Review of Mainstem Restoration Project; Golden Valley Rd. to Irving Ave. N. – 50% Development Plans (CIP 2012CR) – ACTION ITEM with attachments The Minneapolis Park and Rec Board (MPRB) provided the 50% design plans to the Commission for review and comment. The Commission Engineer recommends that the Commission: 1) approve (with conditions) the 50% design drawings and 2) authorize the City of Minneapolis, through the MPRB, to proceed with final plans and contract documents. (Plans are online.)

F. Set TAC Meeting Date and Agenda – ACTION ITEM no attachments

The Technical Advisory Committee should meet in early October to 1) discuss how each city uses or relies on Commission reviews of development/redevelopment projects, and 2) develop criteria for feasibility studies. The draft memo for the XP-SWMM model may also be ready for TAC review at that time. Staff recommends that the Commission direct staff to set the meeting and agenda as stated.

7. OLD BUSINESS

A. Four Seasons Mall Area Water Quality Project

- i. Lancaster Lane Diversion Project Update - ACTION ITEM with attachment

The City of Plymouth and the Commission Engineer discovered the Lancaster Lane Diversion Project is not needed and recommend removing it from the CIP. See attached memo.

- ii. Approval of 90% Plan Set – ACTION ITEM with attachment (Plans online)
At their 8/15/13, the Commission approved the 50% Plans for this project with recommendations. The Commission Engineer recommends approval of these 90% (final) plans and authorize the City to proceed with contract documents and construction. See memo attached. Plans are online.
- B. Receive Update on Next Generation Plan Development –
 - i. Review of Plan Budget and Discussion of Scope – DISCUSSION ITEM with attachment
At their meeting on 9/16/13, the Plan Steering Committee will review the status of the Plan budget (see attachment) and will discuss Plan development scope. They will update the Commission on their discussions at this meeting and will seek Commission feedback.
 - ii. Draft Next Generation Plan Steering Committee Meeting Notes (8/19/13) – INFORMATION ITEM with attachment
The Plan Steering Committee met on 8/19/13 to begin discussions of some policies. Meeting notes are attached and the Committee will update the Commission on policy development at this meeting.
 - iii. Preliminary Approval of Final Goals – ACTION ITEM with attachment
At the 8/15/13 Commission meeting, all but three draft goals for the Watershed Plan were approved. At their meeting on 8/19/13 the Plan Steering Committee discussed the remaining goals and recommends the Commission approve these goals as stated in the attachment. (See highlighted goals.)
- C. Budget Committee Recommendations – DISCUSSION ITEM with attachment
The Budget Committee met on 9/4/13 to discuss ways in which to avoid a possible budget shortfall this fiscal year. The meeting notes and items of consensus are attached for Commission consideration.
- D. Decide on BCWMC Commission Meeting Time ACTION ITEM no attachment
At the 7/18/13 meeting, the Commission decided to start its August and September meetings at 8:30 a.m. to gauge if that time works better for participants. The Commission should decide on a standard time for regular meetings going forward.
- E. Review Clean Water Fund Grant Draft Application – Briarwood/Dawnview Water Quality Improvement Project – ACTION ITEM with attachment
The Commission directed staff to prepare draft applications for the BWSR fiscal year 2014 Clean Water Fund Competitive Grants for the Briarwood/Dawnview Water Quality Improvement Project and the Schaper Pond Diversion Project. Based on the results of the pre-permit meeting on 9/9/13, (see agenda item 6E), staff does not recommend submitting a grant application for the Schaper Project. Attached is the draft grant application for the Briarwood/Dawnview project. Grant applications are due on October 4. The BWSR Projects and Practices fund requires a 25% local (BCWMC) match. Project costs breakdown:
 - *Total project construction cost = \$234,000 (from feasibility study); cost includes project bidding, construction costs, construction observation, engineering and design, permitting, and contingency*
 - *Additional costs for grant administration = \$3,000*
 - *Total project cost (for grant purposes) = \$237,000**Assuming the Commission wishes to apply for the maximum grant amount (75%), the requested grant funds = \$177,500, and the local (25%) match = \$59,500.*
Staff recommends that the Commission 1) Direct staff regarding the grant amount to be requested (maximum = \$177,500); and direct staff to finalize and submit grant application.

- F. Consider Grant Payment to Meadowbrook School for 2010 Water Quality Education Project – ACTION ITEM with attachments *In September 2009, the BCWMC executed a contract with Meadowbrook School for a water quality education grant. A final report and invoices were submitted to the Commission in January 2010; however grant payment to the school was deferred, waiting for further information on project outcomes. Please see the memo attached.*
- i. Memo describing current project status
 - ii. Original Final Report from Meadowbrook– January 2010

8. COMMUNICATIONS – INFORMATIONAL ITEMS with attachments

- A. Administrator’s Report – *Report is attached*
- B. Chair
- C. Commissioners
- D. Committees
 - i. Administrative Services Committee
 - ii. Education Committee – *9/9/13 meeting notes are attached*
- E. Legal Counsel
- F. Engineer

9. INFORMATION ONLY – INFORMATION ITEMS with documents online

- A. Grant Tracking Summary and Spreadsheet
- B. Freshwater Society Report: MN’s Groundwater: Is Our Use Sustainable?
- C. October 8th Speaker on Asian Carp Sponsored by Freshwater Society <http://freshwater.org/>
- D. Notice of WCA Applications for Berg Site and 11 Saratoga Lane in Plymouth
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10. ADJOURNMENT

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- **TAC Meeting (if ordered):** 10/7/13, 1:30 p.m., Golden Valley City Hall Council Conference Room
- **Commission Meeting:** 10/17/13, Time TBD, Golden Valley City Hall Council Conference Room



Bassett Creek Watershed Management Commission

Minutes of Regular Meeting August 15, 2013 Golden Valley City Hall, 8:30 a.m.

Commissioners and Staff Present:

Crystal	Alternate Commissioner Guy Mueller	Robbinsdale	<i>Not represented</i>
Golden Valley	Commissioner Stacy Hoschka, Treasurer	St. Louis Park	Alternate Commissioner Justin Riss
Medicine Lake	Alternate Commissioner, John O'Toole	Administrator	Laura Jester, Keystone Waters LLC
Minneapolis	Commissioner Michael Welch	Attorney	Charlie LeFevere, Kennedy & Graven
Minnetonka	Commissioner Jacob Millner, Secretary	Engineer	Karen Chandler, Barr Engineering Co.
New Hope	Alternate Commissioner Pat Crough	Recorder	Amy Herbert
Plymouth	Commissioner Ginny Black, Chair		

Technical Advisory Committee (TAC) Members/ Other Attendees Present:

Derek Asche, TAC, City of Plymouth	Linda Loomis, BCWMC Next Generation Plan Steering Committee Chair
Scott Eastman, Golden Valley Resident	Tom Mathisen, TAC, City of Crystal
Joe Fox, TAC, City of Golden Valley	Richard McCoy, TAC, City of Robbinsdale
Chris Gise, Golden Valley Resident	Jeff Oliver, TAC, City of Golden Valley
David Hanson, Alternate Commissioner, City of Golden Valley	Mike Payne, City of Plymouth
Ted Hoshal, Medicine Lake Resident	Liz Stout, TAC, City of Minnetonka

1. CALL TO ORDER AND ROLL CALL

On Thursday, August 15, 2013, at 8:30 a.m. in the Council Conference Room at Golden Valley City Hall, Chair Black called to order the meeting of the Bassett Creek Watershed Management Commission (BCWMC) and asked for roll call to be taken. The cities of Minneapolis and Robbinsdale were absent from the roll call.

2. CITIZEN FORUM ON NON-AGENDA ITEMS

No citizen input.

3. AGENDA

Commissioner Hoschka moved to approve the agenda. Commissioner Millner seconded the motion. The motion carried 7-0 [Cities of Minneapolis and Robbinsdale absent from vote].

4. CONSENT AGENDA

Commissioner Millner moved to approve the Consent Agenda. Alternate Commissioner Mueller seconded the motion. The motion carried 7-0 [Cities of Minneapolis and Robbinsdale absent from vote]. [The following items were approved as part of the Consent Agenda: the July 18, 2013, BCWMC meeting minutes, the July 18, 2013, Commission Workshop minutes, the monthly financial report, payment of the invoices, and the approval of Development at 1400 Spring Valley Road, Golden Valley.]

The general and construction account balances reported in the Financial Report prepared for the August 15, 2013, meeting are as follows:

Checking Account Balance	\$622,381.97
TOTAL GENERAL FUND BALANCE	\$622,381.97
TOTAL CASH & INVESTMENTS ON-HAND (8/7/13)	\$2,941,560.69
CIP Projects Levied – Budget Remaining	(\$3,056,309.04)
Closed Projects Remaining Balance	(\$114,748.35)
2013 Anticipated Tax Levy Revenue	\$494,829.94
Anticipated Closed Project Balance	\$380,081.59

5. NEW BUSINESS

A. Review of Four Seasons Mall Water Quality Project (CIP NL-2) 50% Development Plans.

Derek Asche provided an overview of the project, which addresses an impairment of Northwood Lake. He reminded the Commission of its review of the feasibility study and mentioned the project options examined in the study. He described the project option selected by the Commission and mentioned the Commission's levy request for the project's funding. Mr. Asche presented the Commission with the 50% plan set as included in the Commission's online meeting packet and said that changes to the plans can be made based on Commission comments. He explained that the final plans will come back in front of the Commission. Mr. Asche highlighted the City of Plymouth's project timeline and said that the City is on track for constructing the project this winter.

[Commissioner Michael Welch arrives.]

Mr. Asche requested that the Commission consider also constructing the Lancaster Lane storm sewer project in the Northwood Lake subwatershed [CIP project NL-3], which is on the Commission's CIP for 2019, at the same time as the Four Seasons Mall Water Quality Project as there would be cost savings in constructing both projects at the same time. There was discussion of this idea.

Engineer Chandler described the Commission Engineer's review of the 50% plans and explained the engineer's recommendations. She noted that the engineer has discussed the comments with the City of Plymouth. Engineer Chandler reported that the engineer's recommendation is that the Commission grants conditional approval of the 50% plans and authorize the City of Plymouth to proceed with final plans and contract documents.

Mr. Asche introduced Mike Payne of the City of Plymouth, who is the project's design engineer. There was discussion of project details, estimated pounds of phosphorous per year that would be removed due to the project, the projected cost of the Lancaster Lane project, and the process that would need to be undertaken by the Commission if it wanted to consider moving the 2019 CIP Lancaster Lane project to 2014. Commissioner Welch asked Mr. Payne what the project will provide in terms of the average annual pounds as a percentage of removal out of the subwatershed that drains to this facility. Mr. Payne didn't have that data. Engineer Chandler indicated she probably had that information and could forward to Commissioner. Chair Black and Mr. Asche brought up other options that the City of Plymouth could pursue regarding the Lancaster Lane project.

Commissioner Welch moved to approve the 50% development plans with the staff recommendations as listed in the Engineer's Memo. Commissioner Hoschka seconded the motion. The motion carried 8-0 [City of Robbinsdale absent from vote]. Chair Black directed staff to continue working through the Lancaster Lane project issue and to bring a recommendation back in front of the Commission at its September meeting. The Commission authorized staff to prepare and send out the 45-day public hearing notice to member cities if necessary. Commissioner Welch said that the Commission should acknowledge that staff may need more leeway administratively to make decisions upon the Chair's approval between now and the next Commission meeting. The Commission agreed to the granting of that authority to staff.

B. Resignation and Recognition of Commissioner Hoshal.

Chair Black read aloud Resolution 13-03, A Resolution of Appreciation for Services of Ted Hoshal to the Bassett Creek Watershed Management Commission. She presented Ted Hoshal with a Certificate of Appreciation. Ted Hoshal thanked the

Commission and offered comments. Staff and Commission members offered their thoughts of appreciation for the work done by Ted Hoshal. Alternate Commissioner O'Toole moved to adopt resolution 13-03. Commissioner Welch seconded the motion. The motion carried 8-0 [City of Robbinsdale absent from vote].

Mr. Hoshal stated that he would be interested in submitting a proposal to the Commission for the creation of a watershed map. Chair Black said that if there is no objection, she would like him to submit the proposal and the Commission could look at it at the next Commission meeting.

- C. Appointment of Commission Secretary and Discussion of Committee Members.** Commissioner Welch moved to nominate Commissioner Millner as BCWMC Secretary. Commissioner Hoschka seconded the motion. The motion carried 8-0 [City of Robbinsdale absent from vote]. Administrator Jester said that the Administrative Committee needs more members. Alternate Commissioner Mueller volunteered. Mr. Mathisen reported that Mr. Mueller would be appointed as the primary BCWMC Commissioner from the City of Crystal at next week's Crystal City Council meeting.

The Commission had a detailed discussion about the citizen interest in altering the Medicine Lake dam and possible processes for bringing together the citizens and the appropriate organizations. The Commission determined that staff would schedule a meeting of the DNR, Commission staff, the Administrative Services Committee, and interested commissioners to discuss a process that could be put in place to address the issues of the Medicine Lake dam and water levels.

- D. Mid-Year Budget Review.** Administrator Jester provided a brief overview of the purpose of the review and of the BCWMC's mid-year budget status. She asked whether the Commission needs to use the \$10,000 budgeted for TMDL Studies for that purpose or if the budget could be used for other purposes and said it is something that she would like the Commission to consider. Engineer Chandler gave a summary of the information in the mid-year engineering budget review memo included in the meeting packet. Chair Black asked several questions about the engineering budget and said that she opposes taking money out of reserves to cover this type of budget overage. She stated that she was very disturbed that no money was moved out of the Plan budget into the Technical Services budget. Chair Black voiced her concerns and her dissatisfaction that potential issues with the technical services budget wasn't brought to the Commission's attention earlier.

There was a lengthy discussion of the engineering budget, the reason for the overruns, and the BCWMC's lack of a contingency fund. The Commission directed the Budget Committee to discuss possible courses of action and bring recommendations to the September Commission meeting. Commissioner Millner volunteered to serve on the Budget Committee.

The Commission discussed its public communications budget and its public notice publication practice. The Commission decided to maintain its practice of publishing public notices in *Finance & Commerce*, *Sun Sailor*, and *Lakeshore Weekly News*.

E. TAC Recommendations:

i. Development Review Fees.

Mr. Oliver reported that the TAC [Technical Advisory Committee] recommends a 10% increase in all review fees and maintaining all existing categories that are on the current fee schedule. He explained that much of the TAC's discussion focused on the add-on fees that the TAC is proposing for applications that are adjacent to and within the flood plain, alternate BMP proposals, and creek crossings. Mr. Oliver said that the TAC is recommending a fee of \$300 be added on to the base fees for each of those applications as they take more review time. He reported that the TAC recommends that the new fees take effect on

January 1, 2014. Engineer Chandler asked if the add-ons fees would apply to the single-family lot. Mr. Oliver said yes. She also noted that creek crossings are located in the flood-plain and asked if the TAC is recommending two add-ons for those projects. Mr. Oliver said yes. Engineer Chandler asked if the TAC wanted the category “Street/ Highway/ Trails/ Utility/ Public Agency Projects” remain labeled as it is. Mr. Oliver said that it is fine.

Alternate Commissioner Crough moved to adopt the fee schedule as proposed by the TAC. Alternate Commissioner Mueller seconded the motion.

Commissioner Welch commented that the Commission needs to clarify its role in the review process and whether the role is advisory or not. He asked that the role of the Commission review in each member city be added to the TAC agenda for a future meeting. He said he would like the result to be a brief summary that commissioners could understand.

The motion carried 8-0 [City of Robbinsdale absent from vote].

ii. XP-SWMM Model.

Mr. Oliver summarized the TAC’s discussion on the need for the XP-SWMM model to be updated and the importance of that to the member cities. He said that the TAC will review the draft memo prepared by Barr Engineering Company about the model and will discuss the memo at future TAC meetings.

iii. P8 Model Updates and Schedule.

Mr. Oliver reported that the TAC decided that if member cities have any project that would impact the model, they should be submitted to the Commission Engineer by the end of each calendar year. Chair Black commented that the Commission should include with its budget discussion how the Commission will line item the cost of the model updates. Engineer Chandler said that those costs were included in the Commission’s 2014 budget.

iv. Feasibility Study Process Improvement.

Mr. Oliver explained that the cities would like to maintain the ability to hire from among the Commission’s consultant pool. He said that the TAC is in favor of additional touch points during the feasibility report process as a way to get additional Commission review, input and recommendations. Mr. Oliver said that the TAC recommends that the TAC or the Commission set up some established criteria for the feasibility report.

Administrator Jester provided recommendations that she and Engineer Chandler put together regarding additional touch points that the Commission could add to its project timeline. There was a discussion of these points. Commissioner Welch remarked that there were some presumptions built into the TAC memo that he doesn’t agree with. He said that the authority rests with the Commission to order projects and that it is the responsibility of the Commission to understand the projects when it orders them. Commissioner Welch recommended the Commission revisit some of the fundamental premises of how projects are developed. Chair Black said that this seems like something that could be discussed as part of the plan process. Commissioner Welch said that however the feasibility process flows, it needs to follow the CIP [Capital Improvement Program] as stated in the Watershed Plan.

[Commissioner Millner departs the meeting.]

Administrator Jester asked what body the Commission would like to develop the feasibility study criteria. Chair Black recommended that the TAC draft the criteria. Mr. Oliver said that the TAC would like to

receive comments about the criteria and anyone who would like to be part of the conversation is welcome to join. Chair Black said that people can send their comments to Administrator Jester and she will get them to the TAC and added that the TAC meeting is open to all.

6. OLD BUSINESS

A. Receive Update on Next Generation Plan Development

i. Preliminary Approval of Final Goals.

Committee Chair Linda Loomis noted that everyone should have received the draft goals, and she reported that the Plan Steering Committee is now working on developing policies to meet those goals. Administrator Jester said that the Committee is looking for approval of the goals with a revision proposed by Alternate Commissioner Mueller. She described his proposed revision to the groundwater goal. Engineer Chandler commented on the proposed revision and suggested that the language be incorporated into the policies. The Commission agreed. Committee Chair Loomis remarked that the language of the ditch goal is still being worked on. Commissioner Welch said that he thinks the groundwater language should be taken up at the next Plan Steering Committee meeting.

Alternate Commissioner Mueller moved to approve the goals as written except for the groundwater and the ditch goals, which are to be worked on by the Plan Steering Committee. Alternate Commissioner Crough seconded the motion. Commissioner Welch added that he would like to think more on goal 6: reduce flooding, so he asked that it not be approved at this time. Chair Black asked if Alternate Commissioners Mueller and Crough would accept the friendly amendment. They accepted the amendment to the motion. The motion carried 7-0 [Cities of Minnetonka and Robbinsdale absent from vote].

ii. Discuss Process for Policy Development

Administrator Jester provided a brief summary. Commissioner Welch suggested that the process follow the same process as the development of the goals. Chair Black clarified that the process would start with the Plan Steering Committee drafting policies and then there would be a workshop with the full Commission, TAC, state review agencies and other stakeholders to discuss them. Administrator Jester stated that this process assumes that the TAC and the state agencies would be involved at that Commission-level workshop rather than at separate meetings (such as TAC meetings). The Commission agreed. Committee Chair Loomis said that the Committee did look at a number of other plans that were organized differently than the Commission's and the Committee recommends that the Commission stick with the way its Plan is currently organized. The Commission indicated agreement. Chair Black noted that the Committee discussed having the Plan on the BCWMC's website in a way that would be more accessible and said that there will be further discussion on it.

B. Adopt Final 2014 BCWMC Budget. Administrator Jester reported that the BCWMC received no comments on its proposed 2014 budget from cities. Alternate Commissioner O'Toole moved to adopt the BCWMC's final 2014 budget. Alternate Commissioner Crough seconded the motion. The motion carried 7-0 [Cities of Minnetonka and Robbinsdale absent from vote.]

C. Update on Possible Electrofishing in Twin and Sweeney Lakes by the DNR. Engineer Chandler

reported that the Department of Natural Resources (DNR) has the electrofishing of Twin and Sweeney Lakes on its schedule for some time between now and the end of September. She said that it would be nice if the fish survey being done by Steve McComas and the electrofishing survey could be done as close together as possible. Administrator Jester noted that she is coordinating with the Hidden Lakes Homeowners Association regarding DNR access to the lake. The Commission requested that staff notify it about the electrofishing date and time once it is set and communicated by the DNR.

[Commissioner Welch departs the meeting.]

- D. Update on Possible Clean Water Fund Grant Applications for Commission Projects.** Engineer Chandler reported that the Clean Water grant fund application process is delayed this year, so the process won't start until early September. She said that the application process is shortened this year to one month instead of six weeks. Engineer Chandler described the information gathered from the Commission Engineer's meeting with Brad Wozney of BWSR [Minnesota Board of Water and Soil Resources] regarding the application process. She explained that if the Commission wants to move ahead with its application for the Schaper Pond project then it needs to make sure there won't be roadblocks with the project permitting. She said that Administrator Jester set up a meeting with the MPCA [Minnesota Pollution Control Agency], the DNR, the Commission Engineer, and Administrator Jester on September 9th to discuss this issue. The Commission directed staff to continue the work to prepare the draft applications for the Schaper Pond and Briarwood/Dawnview projects and to have them ready for the September Commission meeting.
- E. Reschedule Watershed Tour.** The Commission decided to postpone the tour until 2014 and suggested holding the tour in late spring.

7. COMMUNICATIONS

- A. Administrator:** Administrator Jester noted that her report is in the meeting packet and provided a few updates.
- B. Chair:**
 - i. Chair Black reported on the meeting of the dispute resolution committee. She noted that another meeting of the committee will be scheduled and that a non-binding agreement likely will be brought in front of the Commission at its October meeting.
 - ii. Chair Black reported on her status with the Plymouth City Council.
- C. Commissioners:**
 - i. Commissioner Hoschka asked the Commission to consider if it had any type of hands-on work that could be done by school children at a November 15th volunteer event at her childrens' school.
- D. Committees:** No Committee Communications
- E. Legal Counsel:** No Legal Communications
- F. Engineer:**
 - i. Ms. Chandler provided an update on the responses to the letter that the Commission sent out under the Chair's signature to FEMA and said that she and Eric Eckman of the City of Golden

Valley will continue to work on the issue.

8. INFORMATION ONLY (Available at <http://www.bassettcreekwmo.org/Meetings/2013/2013-August/2013AugustMeetingPacket.htm>)

- A. Grant Tracking Summary and Spreadsheet
- B. Public Hearing Notice to Cities
- C. Clean Water Summit on September 12th at the University of Minnesota Landscape Arboretum
- D. Upcoming Events and Notices
- E. Links to Water-related News Articles

9. ADJOURNMENT

Chair Black adjourned the Bassett Creek Watershed Management Commission Meeting at 11:42 a.m.

Amy Herbert, Recorder

Date

Secretary

Date

(UNAUDITED)

BEGINNING BALANCE	7-Aug-13	622,381.97
ADD:		
General Fund Revenue:		
Interest (Bank Charges)	(5.23)	
Reimbursed Construction Costs	9,992.00	
	Total Revenue and Transfers In	9,986.77
DEDUCT:		
Checks:		
2488 Henn Cty Dept Envir Ser	void check from 2012	(2,000.00)
2558 Henn Cty Dept Envir Ser	2012 Riverwatch-replace ck	2,000.00
2559 Barr Engineering	Aug Engineering	46,478.44
2560 D'Amico Catering	Sept Meeting	89.79
2561 Amy Herbert	Aug Secretarial	1,479.65
2562 Kennedy & Graven	July Legal	1,225.69
2563 Keystone Waters LLC	Aug Administrator	2,932.07
2564 Shingle Creek WMO	WMWA Gen Exp	498.28
2565 Wenck Associates	WOMP-Aug	819.14
2566 Ted Hoshal	Display Proj Exp	69.57
2557 LMCIT	Insurance	
	Total Checks	53,592.63
Outstanding from previous month:		
Meadowbrook School	2009 Exp-Grant	992.08
	Total Expenses	53,592.63
ENDING BALANCE	11-Sep-13	578,776.11

	2013/2014 BUDGET	CURRENT MONTH	YTD 2013/2014	BALANCE
OTHER GENERAL FUND REVENUE				
INTEREST EARNED (BANK CHARGES)		(5.23)	(41.29)	
ASSESSMENTS	515,045.00	0.00	511,502.00	3,543.00
PERMIT REVENUE	48,000.00	0.00	37,600.00	10,400.00
REVENUE TOTAL	563,045.00	(5.23)	549,060.71	13,943.00
EXPENDITURES				
ENGINEERING				
TECHNICAL SERVICES	120,000.00	8,292.98	83,187.74	36,812.26
PLAT REVIEW	60,000.00	9,159.50	48,903.78	11,096.22
COMMISSION MEETINGS	14,250.00	1,859.30	10,338.02	3,911.98
SURVEYS & STUDIES	10,000.00	828.00	8,570.00	1,430.00
WATER QUALITY/MONITORING	40,000.00	8,165.65	21,746.02	18,253.98
WATER QUANTITY	11,000.00	1,321.14	5,997.56	5,002.44
WATERSHED INSPECTIONS	7,000.00	692.34	4,790.12	2,209.88
ANNUAL FLOOD CONTROL INSPECTIONS	15,000.00	952.00	952.00	14,048.00
REVIEW MUNICIPAL PLANS	2,000.00	0.00	0.00	2,000.00
ENGINEERING TOTAL	279,250.00	31,270.91	184,485.24	94,764.76
PLANNING				
WATERSHED-WIDE SP-SWMM MODEL	0.00	0.00	488.00	(488.00) A
WATERSHED-WIDE P8 WATER QUALITY MODEL	0.00	0.00	9,967.00	(9,967.00) B
NEXT GENERATION PLAN	40,000.00	4,961.50	21,455.84	18,544.16
PLANNING TOTAL	40,000.00	4,961.50	31,910.84	8,089.16
ADMINISTRATOR	50,000.00	2,932.07	28,306.39	21,693.61
LEGAL COSTS	18,500.00	1,225.69	9,274.36	9,225.64
AUDIT, INSURANCE & BONDING	15,225.00	0.00	13,000.00	2,225.00
FINANCIAL MANAGEMENT	3,045.00	0.00	0.00	3,045.00
MEETING EXPENSES	2,750.00	89.79	1,465.64	1,284.36
SECRETARIAL SERVICES	40,000.00	1,568.68	21,187.25	18,812.75
PUBLICATIONS/ANNUAL REPORT	2,000.00	0.00	1,947.50	52.50
WEBSITE	2,500.00	0.00	201.00	2,299.00
PUBLIC COMMUNICATIONS	3,000.00	0.00	984.18	2,015.82
WOMP	17,000.00	984.14	6,382.07	10,617.93
EDUCATION AND PUBLIC OUTREACH	14,775.00	567.85	6,836.49	7,938.51
WATERSHED EDUCATION PARTNERSHIPS	15,000.00	0.00	3,500.00	11,500.00
EROSION/SEDIMENT (CHANNEL MAINT)	25,000.00	0.00	0.00	25,000.00
LONG TERM MAINTENANCE (moved to CF)	25,000.00	0.00	0.00	25,000.00
TMDL STUDIES (moved to CF)	10,000.00	0.00	0.00	10,000.00
GRAND TOTAL	563,045.00	43,600.63	309,480.96	253,564.04

	Current	YTD
Construct Exp	9,992.00	520,799.55
Total	53,592.63	830,280.51

A: 1/17/13 Commission action to carryover \$490.57 from 2012 unspent funds for this line item into 2013 expenses.

B: 1/17/13 Commission action to carryover \$9,968.42 from 2012 unspent funds for this line item into 2013 expenses.

BCWMC Construction Account
Fiscal Year: February 1, 2013 through January 31, 2014
August 2013 Financial Report

(UNAUDITED)

Cash Balance 8/07/13			
Cash		1,936,761.91	
Investments: RBC - Federal National Mortgage - 0.85% - Callable 5/23/14		1,004,798.78	
Total Cash & Investments			2,941,560.69
Add:			
Interest Revenue (Bank Charges)		(27.54)	
Total Revenue			(27.54)
Less:			
CIP Projects Levied - Current Expenses - TABLE A		(5,834.50)	
Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B		(4,157.50)	
Total Current Expenses			(9,992.00)
Total Cash & Investments On Hand	09/11/13		2,931,541.15
Total Cash & Investments On Hand		2,931,541.15	
CIP Projects Levied - Budget Remaining - TABLE A		(3,050,474.54)	
Closed Projects Remaining Balance		(118,933.39)	
2013 Anticipated Tax Levy Revenue - TABLE C		494,829.94	
Anticipated Closed Project Balance		375,896.55	
Proposed & Future CIP Project Amount to be Levied - TABLE B		935,000.00	

TABLE A - CIP PROJECTS LEVIED

	Approved Budget	Current Expenses	2013 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
Plymouth Creek Channel Restoration (2010 CR)	965,200.00	0.00	135.00	933,688.61	31,511.39
Main Stem Crystal to Regent (2010 CR)	636,100.00	0.00	673.50	296,973.53	339,126.47
Wisc Ave/Duluth Street-Crystal (2011 CR)	580,200.00	0.00	484,658.40	537,729.85	42,470.15
North Branch-Crystal (2011 CR-NB)	834,900.00	0.00	439.80	225,760.46	609,139.54
Wirth Lake Outlet Modification (WTH-4)(2012)	202,500.00	42.50	1,641.00	31,782.88	170,717.12
5/13 Increase Budget - \$22,500					
Main Stem Irving Ave to GV Road (2012 CR)	856,000.00	607.50	7,280.81	101,072.94	754,927.06
Lakeview Park Pond (ML-8) (2013)	196,000.00	0.00	2,461.95	7,539.50	188,460.50
Four Seasons Mall Area Water Quality Proj (NL-2)	990,000.00	5,184.50	5,248.50	75,877.69	914,122.31
	5,260,900.00	5,834.50	502,538.96	2,210,425.46	3,050,474.54

TABLE B - PROPOSED & FUTURE CIP PROJECTS TO BE LEVIED

	Approved Budget - To Be Levied	Current Expenses	2013 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
2014					
Briarwood / Dawnview Nature Area (BC-7)	200,000.00	715.00	2,435.34	2,588.14	197,411.86
Schaper Pond Enhance Feasibility/Project (SL-1)(SL-3)	587,000.00	2,987.50	11,246.50	55,451.96	531,548.04
Twin Lake Alum Treatment Project (TW-2)	148,000.00	455.00	8,417.00	10,088.25	137,911.75
2014 Project Totals	935,000.00	4,157.50	22,098.84	68,128.35	866,871.65
2015					
Main Stem 10th to St Croix	0.00	0.00	248.75	248.75	(248.75)
2015 Project Totals	0.00	0.00	248.75	248.75	(248.75)
Total Proposed & Future CIP Projects to be Levied	935,000.00	4,157.50	22,347.59	68,377.10	866,622.90

TABLE C - TAX LEVY REVENUES

	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance to be Collected	BCWMO Levy
2013 Tax Levy	986,000.00		986,000.00	-	491,170.06	491,170.06	494,829.94	
2012 Tax Levy	762,010.00		762,010.00	-	2,781.43	757,193.79	4,816.21	762,010.00
2011 Tax Levy	863,268.83	(2,871.91)	860,396.92	-	245.17	854,878.15	5,518.77	862,400.00
2010 Tax Levy	935,298.91	(4,927.05)	930,371.86	-	11.85	927,366.92	3,004.94	935,000.00
2009 Tax Levy	800,841.30	(8,054.68)	792,786.62	-	66.44	792,798.83	(12.21)	800,000.00
2008 Tax Levy	908,128.08	(4,357.22)	903,770.86	-	163.71	903,887.99	(117.13)	907,250.00
				-			<u>508,040.52</u>	

BCWMC Construction Account

Fiscal Year: February 1, 2013 through January 31, 2014

(UNAUDITED)

August 2013 Financial Report

OTHER PROJECTS:

	Approved Budget	Current Expenses / (Revenue)	2013 YTD Expenses / (Revenue)	INCEPTION To Date Expenses / (Revenue)	Remaining Budget
TMDL Studies					
TMDL Studies	135,000.00	0.00	1,815.00	107,765.15	27,234.85
Sweeney TMDL	119,000.00	0.00	0.00	212,222.86	
Less: MPCA Grant Revenue		0.00	0.00	(163,870.64)	70,647.78
TOTAL TMDL Studies	254,000.00	0.00	1,815.00	156,117.37	97,882.63
Annual Flood Control Projects:					
Flood Control Emergency Maintenance	500,000.00	0.00	0.00	0.00	500,000.00
Flood Control Long-Term Maintenance	573,373.00	0.00	0.00	13,566.33	559,806.67
Sweeney Lake Outlet (2012 FC-1)	250,000.00	0.00	4,090.00	135,857.24	114,142.76
Annual Water Quality					
Channel Maintenance Fund	250,000.00	0.00	0.00	59,718.10	190,281.90
Total Other Projects	1,827,373.00	0.00	5,905.00	365,259.04	1,462,113.96

Cash Balance 8/07/13 **1,338,826.40**

Add:

Transfer from GF 0.00

MPCA Grant-Sweeney Lk 0.00

Less:

Current (Expenses)/Revenue 0.00

Ending Cash Balance 09/11/13 **1,338,826.40**

Additional Capital Needed **(123,288)**

Bassett Creek Construction Project Details

9/12/2013

CIP Projects Levied

	Total	2010	2010	2011	2011	2012	2012	2013	2013
	CIP Projects Levied	Plymouth Creek Channel Restoration (2010 CR)	Main Stem Crystal to Regent (2010 CR)	Wisc Ave (Duluth Str)- Crystal (GV)	North Branch - Crystal (2011 CR-NB)	Wirth Lake Outlet Modification (WTH-4)	Main Stem Irving Ave to GV Road (Cedar Lk Rd) (2012CR)	Lakeview Park Pond (ML-8)	Four Seasons Mall Area Water Quality Project (NL-2)
Original Budget	5,238,400	965,200	636,100	580,200	834,900	180,000	856,000	196,000	990,000
Added to Budget	22,500					22,500			
Expenditures:									
Feb 2004 - Jan 2005	637.50							637.50	
Feb 2005 - Jan 2006									
Feb 2006 - Jan 2007									
Feb 2007 - Jan 2008									
Feb 2008 - Jan 2009	20,954.25	20,954.25							
Feb 2009 - Jan 2010	20,889.00	9,319.95	11,569.05						
Feb 2010 - Jan 2011	114,036.63	30,887.00	11,590.80	34,803.97	31,522.86	2,910.00	1,720.00		602.00
Feb 2011 - Jan 2012	1,183,414.67	825,014.32	235,316.17	9,109.50	10,445.00	22,319.34	71,647.97	1,476.00	8,086.37
Feb 2012 - Jan 2013	367,954.45	47,378.09	37,824.01	9,157.98	183,352.80	4,912.54	20,424.16	2,964.05	61,940.82
Feb 2013 - Jan 2014	502,538.96	135.00	673.50	484,658.40	439.80	1,641.00	7,280.81	2,461.95	5,248.50
Total Expenditures:	2,210,425.46	933,688.61	296,973.53	537,729.85	225,760.46	31,782.88	101,072.94	7,539.50	75,877.69
Project Balance	3,050,474.54	31,511.39	339,126.47	42,470.15	609,139.54	170,717.12	754,927.06	188,460.50	914,122.31

	Total	2010	2010	2011	2011	2012	2012	2013	2013
	CIP Projects Levied	Plymouth Creek Channel Restoration (2010 CR)	Main Stem Crystal to Regent (2010 CR)	Wisc Ave (Duluth Str)- Crystal (GV)	North Branch - Crystal (2011 CR-NB)	Wirth Lake Outlet Modification (WTH-4)	Main Stem Irving Ave to GV Road (Cedar Lk Rd) (2012CR)	Lakeview Park Pond (ML-8)	Four Seasons Mall Area Water Quality Project (NL-2)
Project Totals By Vendor									
Barr Engineering	304,845.17	47,863.10	31,435.50	48,811.20	36,727.71	26,319.19	83,398.98	6,338.95	23,950.54
Kennedy & Graven	13,762.40	2,120.10	2,435.25	1,052.50	832.45	2,225.15	1,862.25	1,200.55	2,034.15
City of Golden Valley	738,980.48		255,131.83	483,848.65					
City of Plymouth	911,036.86	861,143.86							49,893.00
City of Crystal	177,815.30				177,815.30				
Com of Trans									
S E H									
Misc									
2.5% Admin Transfer	63,985.25	22,561.55	7,970.95	4,017.50	10,385.00	3,238.54	15,811.71		
Total Expenditures	2,210,425.46	933,688.61	296,973.53	537,729.85	225,760.46	31,782.88	101,072.94	7,539.50	75,877.69

	Total	2010	2010	2011	2011	2012	2012	2013	2013
	CIP Projects Levied	Plymouth Creek Channel Restoration (2010 CR)	Main Stem Crystal to Regent (2010 CR)	Wisc Ave (Duluth Str)- Crystal (GV)	North Branch - Crystal (2011 CR-NB)	Wirth Lake Outlet Modification (WTH-4)	Main Stem Irving Ave to GV Road (Cedar Lk Rd) (2012CR)	Lakeview Park Pond (ML-8)	Four Seasons Mall Area Water Quality Project (NL-2)
Levy/Grant Details									
2009/2010 Levy	935,000	902,462	32,538						
2010/2011 Levy	862,400		286,300	160,700	415,400				
2011/2012 Levy	762,010					83,111	678,899		
2012/2013 Levy	986,000							162,000	824,000
2013/2014 Levy									
Construction Fund Balance	1,302,990	62,738	2,262	419,500	419,500	21,889	177,101	34,000	166,000
BWSR Grant- BCWMO	652,500	212,250	147,750			75,000	217,500		
Total Levy/Grants	5,500,900	1,177,450	468,850	580,200	834,900	180,000	1,073,500	196,000	990,000

BWSR Grants Received

	Bdgt	Exp	Balance
West Medicine	Project closed 6/30/12	1,100,000.00	744,633.58
Twin Lake	Project closed 4/11/13	140,000.00	5,724.35

Bassett Creek Construction Project Details

Proposed & Future CIP Projects (to be Levied)					
	Total Proposed & Future CIP Projects (to be Levied)	2014 Briarwood / Dawnview Water Quality Improve Proj (BC-7)	2014 Schaper Pond Enhancement Feasibility / Project (SL-1) (SL-3)	2014 Twin Lake In-Lake ULUM Treatment Project (TW-2)	2015 Main Stem - 10th Ave to St Croix
Original Budget	385,000	200,000	37,000	148,000	
Added to Budget	550,000		550,000		
Expenditures:					
Feb 2004 - Jan 2005					
Feb 2005 - Jan 2006					
Feb 2006 - Jan 2007					
Feb 2007 - Jan 2008					
Feb 2008 - Jan 2009					
Feb 2009 - Jan 2010					
Feb 2010 - Jan 2011					
Feb 2011 - Jan 2012	39,632.49		39,632.49		
Feb 2012 - Jan 2013	6,397.02	152.80	4,572.97	1,671.25	
Feb 2013 - Jan 2014	22,347.59	2,435.34	11,246.50	8,417.00	248.75
Total Expenditures:	68,377.10	2,588.14	55,451.96	10,088.25	248.75
Project Balance	866,622.90	197,411.86	531,548.04	137,911.75	(248.75)

	Total Proposed & Future CIP Projects (to be Levied)	2014 Briarwood / Dawnview Water Quality Improve Proj (BC-7)	2014 Schaper Pond Enhancement Feasibility / Project (SL-1) (SL-3)	2014 Twin Lake In-Lake ULUM Treatment Project (TW-2)	2015 Main Stem - 10th Ave to St Croix
Project Totals By Vendor					
Barr Engineering	67,615.00	2,256.24	55,413.76	9,945.00	
Kennedy & Graven	762.10	331.90	38.20	143.25	248.75
City of Golden Valley					
City of Plymouth					
City of Crystal					
Com of Trans					
S E H					
Misc					
2.5% Admin Transfer					
Total Expenditures	68,377.10	2,588.14	55,451.96	10,088.25	248.75

	Total Proposed & Future CIP Projects (to be Levied)	2014 Briarwood / Dawnview Water Quality Improve Proj (BC-7)	2014 Schaper Pond Enhancement Feasibility / Project (SL-1) (SL-3)	2014 Twin Lake In-Lake ULUM Treatment Project (TW-2)	2015 Main Stem - 10th Ave to St Croix
Levy/Grant Details					
2009/2010 Levy					
2010/2011 Levy					
2011/2012 Levy					
2012/2013 Levy					
2013/2014 Levy					
Construction Fund Balance					
BWSR Grant- BCWMO					
Total Levy/Grants					

BWSR Grants Received

Bassett Creek Construction Project Details

Other Projects								Totals - All Projects
Total					2012			
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance		
Original Budget	1,647,373.00	105,000.00	119,000.00	500,000.00	748,373.00		175,000.00	7,270,773.00
Added to Budget	163,870.64		163,870.64		(250,000.00)	250,000.00		572,500.00
	180,000.00	30,000.00			75,000.00		75,000.00	163,870.64
								180,000.00
Expenditures:								
Feb 2004 - Jan 2005	6,949.19							637.50
Feb 2005 - Jan 2006	10,249.09	637.20			3,954.44	2,994.75		6,949.19
Feb 2006 - Jan 2007	113,141.44				9,611.89			10,249.09
Feb 2007 - Jan 2008	117,455.33	23,486.95	89,654.49					113,141.44
Feb 2008 - Jan 2009	76,184.64	31,590.12	47,041.86			38,823.35		138,409.58
Feb 2009 - Jan 2010	45,375.25	31,868.63	44,316.01					97,073.64
Feb 2010 - Jan 2011	12,656.65	15,005.25	25,920.00		4,450.00			159,411.88
Feb 2011 - Jan 2012	21,094.00	168.00	5,290.50		7,198.15			1,235,703.81
Feb 2012 - Jan 2013	126,024.09	3,194.00				17,900.00		395,445.47
Feb 2013 - Jan 2014		1,815.00			124,209.09			650,910.64
Total Expenditures:	529,129.68	107,765.15	212,222.86		13,566.33	135,857.24	59,718.10	2,807,932.24
Project Balance	1,462,113.96	27,234.85	70,647.78	500,000.00	559,806.67	114,142.76	190,281.90	5,379,211.40

Other Projects								Totals - All Projects
Total					2012			
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance		
Project Totals By Vendor								
Barr Engineering	223,663.19	104,888.70	94,948.17		9,549.32	14,277.00		596,123.36
Kennedy & Graven	5,907.54	1,164.30	2,902.59		24.75	1,461.15	354.75	20,432.04
City of Golden Valley	140,659.09					120,119.09	20,540.00	879,639.57
City of Plymouth	38,823.35						38,823.35	949,860.21
City of Crystal								177,815.30
Com of Trans	3,992.26				3,992.26			3,992.26
S E H	101,598.10		101,598.10					101,598.10
Misc	14,486.15	1,712.15	12,774.00					14,486.15
2.5% Admin Transfer								63,985.25
Total Expenditures	529,129.68	107,765.15	212,222.86		13,566.33	135,857.24	59,718.10	2,807,932.24

Other Projects								Totals - All Projects
Total					2012			
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance		
Levy/Grant Details								
2009/2010 Levy	163,870.64		163,870.64					935,000
2010/2011 Levy	60,000.00	10,000			25,000	25,000		922,400
2011/2012 Levy	60,000.00	10,000			25,000	25,000		822,010
2012/2013 Levy	60,000.00	10,000			25,000	25,000		1,046,000
2013/2014 Levy								
Construction Fund Balance								1,302,990
BWSR Grant- BCWMO								652,500
Total Levy/Grants	343,870.64	30,000	163,870.64		75,000	75,000		5,680,900

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. _____

RESOLUTION APPROVING WATERSHED PLAN AMENDMENT

WHEREAS, the Commission is the watershed management organization responsible for preparing a watershed plan for the Bassett Creek watershed, pursuant to Minn. Stat. § 103B.231; and

WHEREAS, the Commission's watershed plan entitled, "Bassett Creek Watershed Management Commission, Water Management Plan, July 2004" was originally adopted on September 16, 2004 (hereinafter the "Plan"); and

WHEREAS, the Commission has submitted for review an amendment to the Plan to add to the capital improvement program a project for 2014 to modify Schaper Pond to improve the pond's ability to remove phosphorus, a project for 2014 to construct a water quality treatment pond in the Main Stem watershed to reduce phosphorus loading to Bassett Creek and a project for 2014 to provide in-lake alum treatment of Twin Lake to address internal phosphorus loading in the lake and prevent further water quality degradation (the "Plan Amendment"); and

WHEREAS, the Plan Amendment has been reviewed in accordance with the requirements of Minn. Stat. § 103B.231, which review is complete; and

WHEREAS, the Commission finds that the adoption of the Plan Amendment is in accordance with the requirements of law and in the best interests of the public;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Bassett Creek Watershed Management Commission as follows:

1. The Plan Amendment is hereby approved in accordance with Minn. Stat. § 103B.231, Subd. 10.
2. The Secretary is directed to transmit a copy of the Plan Amendment to the clerks of all member cities.

Adopted by the Board of Commissioners of the Bassett Creek Watershed Management Commission this 19th of September, 2013.

Chair

ATTEST:

Secretary



Item 6A.
BCWMC 9-19-13

August 29, 2013

Board of Commissioners
Bassett Creek Watershed Management Commission
c/o Barr Engineering Co.
4700 West 77th Street
Minneapolis, MN 55435

RE: Order, Amendment to the Watershed Management Plan

Dear Chair and Commissioners:

I am pleased to forward the enclosed Order dated August 29, 2013, of the Board of Water and Soil Resources (Board) that approves the 2013 Amendment to the Watershed Management Plan (Amendment) for the Bassett Creek Watershed Management Organization. On behalf of the Board, I wish to commend the Commissioners, staff, consultants, technical advisors, and all others associated with development of the Amendment.

Please be advised that MN Rule 8410.0140, subpart 5 requires within 30 days of adoption of the Amendment the Organization must distribute copies of the Amendment to all agencies and individuals who have received a copy of the draft Amendment in the form of replacement pages for the Watershed Management Plan. Paper copies must be distributed unless the receiving entity has previously agreed to receipt in an alternative format. BWSR looks forward to continuing to work with the Organization as you implement the Plan and document its outcomes.

Please feel free to contact Brad Wozney, Board Conservationist at (651) 296-6068, or at the central office address, for further assistance in this matter.

Sincerely,

Brian Napstad
Chair

Enclosure

cc: Laura Jester, WMO Administrator
cc's continued on next page

<i>Bemidji</i>	<i>Brainerd</i>	<i>Duluth</i>	<i>Fergus Falls</i>	<i>Marshall</i>	<i>Mankato</i>	<i>New Ulm</i>	<i>Rochester</i>
701 Minnesota Ave., Suite 234 Bemidji, MN 56601 (218) 333-8033	1601 Minnesota Drive Brainerd, MN 56401 (218) 828-2383	394 South Lake Ave., Room 403 Duluth, MN 55802 (218) 723-4752	1001 Frontier Drive Fergus Falls, MN 56537-2505 (218) 736-5445	1400 East Lyon St., Box 267 Marshall, MN 56258 (507) 537-6060	1160 Victory Drive S., Suite 5 Mankato, MN 56001-5358 (507) 389-1967	261 Highway 15 South New Ulm, MN 56073 (507) 359-6074	2300 Silver Creek Rd N.E. Rochester, MN 55906 (507) 206-2889

Central Office / Metro Office 520 Lafayette Road North Saint Paul, MN 55155 Phone: (651) 296-3767 Fax: (651) 297-5615

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August 29, 2013

Page Two

Hennepin County Board of Commissioners

Joel Settles, Hennepin County Environmental Services (via email)

Karen Chandler, Barr Engineering Company (via email)

Tom Petersen, HCD (via email)

Jack Gleason, DNR (via email)

Rob Sip, MDA (via email)

Pat Bailey, MDH (via email)

Judy Sventek, Metropolitan Council (via email)

William Moore, Metropolitan Council (via email)

Beth Neuendorf, MNDOT (via email)

Juline Holleran, MPCA (via email)

Jim Haertel, BWSR (via email)

Brad Wozney, BWSR (via email)

Mary Jo Anderson, BWSR (file copy)

Minnesota Board of Water and Soil Resources
520 Lafayette Road North
Saint Paul, Minnesota 55155

In the Matter of the review of the
Amendment to the Watershed Management
Plan for the **Bassett Creek Watershed
Management Organization**, pursuant to
Minnesota Statutes Section 103B.231,
Subdivision 11.

**ORDER
APPROVING
AMENDMENT TO
WATERSHED
MANAGEMENT PLAN**

Whereas, the Board of Commissioners of the Bassett Creek Watershed Management Organization (Commission) submitted a Watershed Management Plan Amendment dated June 2013 (Amendment), to the Minnesota Board of Water and Soil Resources (Board) pursuant to Minnesota Statutes Section 103B.231, Subd. 11, and;

Whereas, the Board has completed its review of the Amendment;

Now Therefore, the Board hereby makes the following Findings of Fact, Conclusions and Order:

FINDINGS OF FACT

1. **WMO Establishment.** The Bassett Creek Flood Control Commission was formed in 1968 primarily to study flooding issues in the watershed and adopted a watershed management plan in 1972. In 1984, the Bassett Creek Watershed Management Commission (Commission) was created after revising the Flood Control Commission's joint powers agreement. The Commission prepared its first generation watershed management plan that the Board approved in July 1989.
2. **Authority to Plan.** The Metropolitan Surface Water Management Act requires the preparation of a watershed management plan for the subject watershed area which meets the requirements of Minnesota Statutes Sections 103B.201 to 103B.251. The watershed management plan may be amended according to Minnesota Statutes Section 103B.231, Subd. 11. The second generation plan was approved by the Board in August 2004. Subsequently, the Commission completed two major and four minor amendments between 2005 and 2012.
3. **Nature of the Watershed.** The Commission is located in the heart of Hennepin County. It is bound by the Mississippi River WMO to the east, on the south and west by the Minnehaha Creek Watershed District, on the northwest by the Elm Creek WMO, and on the north by Shingle Creek WMO. The watershed encompasses all or part of the following nine cities: Plymouth, Medicine Lake, Golden Valley, Robbinsdale, Crystal, New Hope, Minnetonka, St. Louis Park, and Minneapolis. Bassett Creek discharges into

the Mississippi River in downtown Minneapolis below St. Anthony Falls. The watershed contains five major lakes and three creek branches. The Bassett Creek watershed covers 39.6 square miles and is predominantly fully developed. Scattered areas of redevelopment throughout the watershed are proposed.

4. **Amendment Development and Review.** The Amendment proposes to add three capital projects to the capital improvement program. The draft Amendment was submitted to the Board, other state agencies, and local governments for the required 60-day review on February 28, 2013. The Commission received comment letters from the Metropolitan Council, MN Department of Agriculture, MN DNR, MPCA, and the Board. All comments during the formal comment period were addressed and did not result in plan changes. The Commission held public hearings on May 16 and June 20, 2013, with no comments that resulted in plan changes. The Hennepin County Board approved the proposed amendment in accordance with MN Stat §103B.231 Subd. 7(c). The final draft Amendment was submitted to the Board and plan review agencies on June 27, 2013, for final review and approval.
5. **Metropolitan Council Review.** Met Council was supportive of the amendment stating it is consistent with the Council's *Water Resources Management Policy Plan*.
6. **Department of Agriculture Review.** The MDA did not have any comments on the Amendment.
7. **Department of Health Review.** The MDH did not comment on the Amendment.
8. **Department of Natural Resources Review.** The DNR had significant permitting concerns regarding the Schaper Pond Diversion Project and had recommendations on completing systematic subwatershed assessments in the WMO, reviewing its standards to address infiltration and abstraction, and incorporating outcomes of the MIDS process. The Commission fully addressed the concerns such that the DNR had no further comments.
9. **Pollution Control Agency Review.** The PCA did not have any comments on the Amendment.
10. **Department of Transportation Review.** The DOT did not comment on the Amendment.
11. **Local Review.** The Commissions circulated a copy of the draft Amendment to local units of government for their review pursuant to Minnesota Statutes Section 103B.231, Subd. 7. No comments were received.
12. **Board of Water and Soil Resources Review.** Board staff commended the Commissions for maintaining a current Plan and had no other comments.
13. **Amendment Summary.** The Amendment proposes to add three capital improvement projects to the capital improvement program (Table 12-2): Schaper Pond improvements,

Briarwood-Dawnview water quality improvement project, and Twin Lake alum treatment.

14. **Metro Region Committee Meeting.** The Board's Metro Region Committee met on August 12, 2013, to review and discuss the Amendment. Those in attendance from the Board's Committee were Rebecca Flood, Faye Sleeper, Jack Ditmore, and Joe Collins, chair. Board staff in attendance were Metro Region Supervisor Jim Haertel and Board Conservationists Brad Wozney and Mary Peterson. Board staff recommended approval of the Amendment. After discussion, the Committee unanimously voted to recommend approval of the Amendment to the full Board.

CONCLUSIONS

1. All relevant substantive and procedural requirements of law and rule have been fulfilled.
2. The Board has proper jurisdiction in the matter of approving an Amendment to the Watershed Management Plan for the Bassett Creek Watershed Management Organization pursuant to Minnesota Statutes Section 103B.231, Subd. 11.
3. The Bassett Creek Watershed Management Organization's Amendment attached to this Order defines the need and purpose of the Plan changes and the methods of financing.
4. The attached Amendment is in conformance with the requirements of Minnesota Statutes Sections 103B.201 to 103B.251.

ORDER

The Board hereby approves the attached Amendment dated June 2013 to the Bassett Creek Watershed Management Organization Watershed Management Plan.

Dated at Two Harbors, Minnesota this 29th day of August 2013.

MINNESOTA BOARD OF WATER AND SOIL RESOURCES


BY: Brian Napstad, Chair

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. _____

A RESOLUTION ORDERING 2014 IMPROVEMENTS,
DESIGNATING MEMBER
RESPONSIBLE FOR CONSTRUCTION, MAKING FINDINGS
PURSUANT TO MINNESOTA STATUTES, SECTION 103B.251,
CERTIFYING COSTS TO HENNEPIN COUNTY, AND APPROVING AGREEMENT
FOR CONSTRUCTION OF IMPROVEMENT

WHEREAS, on September 16, 2004, the Commission adopted the *Bassett Creek Watershed Management Commission, Water Management Plan, July 2004* (the "Plan"); and

WHEREAS, the Plan includes a Capital Improvement Program ("CIP") listing capital projects in Table 12-2 of the Plan; and

WHEREAS, the CIP, as amended, includes the following capital projects for the year 2014:

The Schaper Pond Diversion Project (BCWMC Project SL-3) in the City of Golden Valley (the "Schaper Pond Project");

The Briarwood/Dawnview Water Quality Improvement Project (BCWMC Project BC-7) in the City of Golden Valley (the "Briarwood/Dawnview Project"); and

The Twin Lake In-Lake Alum-Treatment Project (BCWMC Project TW-2) in the City of Golden Valley (the "Twin Lake Project")

(hereinafter collectively referred to as the "2014 Projects"); and

WHEREAS, the Plan specifies a county tax levy under Minn. Stat., § 103B.251 as the source of funding for the 2014 Projects; and

WHEREAS, on September 19, 2013, following published and mailed notice in accordance with the Commission's Joint Power Agreement and Minn. Stat., § 103B.251, the Commission conducted a public hearing on the 2014 Projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Bassett Creek Watershed Management Commission as follows:

1. The 2014 Projects will be conducive to the public health and promote the general welfare and are in compliance with Minnesota Statutes, Sections 103B.205 to 103B.255 (the "Act") and with the Plan as adopted and amended in accordance with the Act. The 2014 Projects are hereby ordered.

2. The estimated cost of the Schaper Pond Project is Six Hundred Twelve Thousand Dollars (\$612,000). Of this amount, Seventy-Eight Thousand Dollars (\$78,000) will be paid from the Commission's Capital Improvement Program Closed Project Account and up to Five Hundred Thirty-Four Thousand Dollars (\$534,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, Section 103B.251, levied in 2013 for collection in 2014.
3. The estimated cost of the Briarwood/Dawnview Project is Two Hundred Fifty Thousand Dollars (\$250,000). Of this amount Thirty-One Thousand Two Hundred Dollars (\$31,200) will be paid from the Commission's Capital Improvement Program Closed Project Account and up to Two Hundred Eighteen Thousand Eight Hundred Dollars (\$218,800) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, Section 103B.251 levied in 2013 for collection in 2014.
4. The estimated cost of the Twin Lake Project is One Hundred Sixty-Three Thousand Dollars (\$163,000). Of this amount, Twenty Thousand Eight Hundred Dollars (\$20,800) will be paid from the Commission's Capital Improvement Program Closed Project Account and up to One Hundred Forty-Two Thousand Two Hundred Dollars (\$142,200) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, Section 103B.251, levied in 2013 for collection in 2014.
5. Of the costs of the 2014 Projects, the Commission hereby certifies costs to Hennepin County in accordance with Minnesota Statutes, Section 103B.251 of Five Hundred Thirty-Four Thousand Dollars (\$534,000) for the Schaper Pond Project, Two Hundred Eighteen Thousand Eight Hundred Dollars (\$218,800) for the Briarwood/Dawnview Project, and One Hundred Forty-Two Thousand Two Hundred Dollars (\$142,200) for the Twin Lake Project. The total amount certified to Hennepin County for the 2014 Projects is Eight Hundred Ninety-Five Thousand Dollars (\$895,000) for payment by the county in accordance with Minnesota Statutes, Section 103B.251, Subd. 6.
6. The Commission has received, accepted and approved the feasibility reports for the 2014 Projects.
7. The costs of each of the 2014 Projects will be paid by the Commission up to the amounts specified in paragraphs 2, 3 and 4 above from the Capital Improvement Program Closed Project Account and proceeds received from Hennepin County pursuant to Minnesota Statutes, Section 103B.251. Additional costs may be paid by the cities constructing the Projects, but no costs will be charged to other members of the Commission.
8. The City of Golden Valley is designated as the member responsible for contracting for the construction of the Briarwood/Dawnview Project, and the engineer designated for preparation of plans and specifications is the Golden Valley City

Engineer, or other engineers selected and retained by the City of Golden Valley. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Golden Valley. The Cooperative Agreement with the City of Golden Valley for the construction of the Briarwood/Dawnview Project is approved, and the Chair and Secretary are authorized to execute the agreement on behalf of the Commission.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 19th day of September, 2013.

Chair

ATTEST:

Secretary

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 6B—Consider Resolution for Following Actions:
iv. Certifying Costs to Hennepin County
BCWMC September 19, 2013 Meeting Agenda
Date: September 10, 2013
Project: 23270051.34 2013

6B. Consider Resolution for Following Actions: iv. Certifying Costs to Hennepin County

Recommendations:

1. Direct staff to certify for payment by Hennepin County in 2014 a total tax levy request of \$895,000, to be split amongst the three 2014 projects as laid out in the resolution.
2. Direct the transfer of \$130,000 from the Closed Project Account to pay for the remaining portion of the total 2014 project costs.

Background

The BCWMC's CIP for 2014 includes the following three projects:

1. Project SL-3: Schaper Pond Diversion Project, located in Golden Valley, immediately upstream of Sweeney Lake.
2. Project BC-7: Briarwood/Dawnview Water Quality Improvement Project, located in Golden Valley, in the Bassett Creek Main Stem watershed.
3. Project TW-2: Twin Lake In-Lake Alum Treatment Project, located in Golden Valley.

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 6B—Consider Resolution for Following Actions:
iv. Certifying Costs to Hennepin County
BCWMC September 19, 2013 Meeting Agenda
Date: September 10, 2013
Page: 2

Table 1 summarizes the total costs and funds needed for these projects:

Table 1. Total Funds Needed for 2014 CIP Projects

Project	Amount
Project SL-3: Schaper Pond Diversion Project	\$612,000
Project BC-7: Briarwood/Dawnview Water Quality Improvement Project	\$250,000
Project TW-2: Twin Lake In-Lake Alum Treatment Project	\$163,000
Total Funds Needed	\$1,025,000

Table 2 (attached) provides the details regarding the total project costs.

As shown in the August 2013 financial report (and in Table 2), the anticipated closed project account balance available in the CIP fund is over \$380,000. Assuming \$250,000 of this is retained as the maximum amount in the Closed Project Fund, there is \$130,000 available for 2014 CIP projects. Staff recommends applying this closed project amount to the 2014 projects. The following table, and attached Table 2, shows the impact of this on the estimated 2014 levy:

Table 3. Recommended 2014 Levy:

Item	Amount
Project SL-3: Schaper Pond Diversion Project Estimated Project Cost	\$612,000
Project BC-7: Briarwood/Dawnview Water Quality Improvement Project Estimated Project Cost	\$250,000
Project TW-2: Twin Lake In-Lake Alum Treatment Project Estimated Project Cost	\$163,000
Transfer from closed project account	-\$130,000
Recommended 2014 Levy	\$895,000

Staff's recommendation is a total 2014 levy request of \$895,000 for the three projects. This is less than the maximum 2014 levy of \$1,000,000 that the Commission set at their April meeting.

Table 2. BCWMC 2014 CIP Projects - Estimated Project Costs and Levy Recommendation

Project		Estimated Costs
Schaper Pond Diversion Project		
Construction (includes project bidding, construction costs, construction observation, engineering and design, permitting, and contingency)		\$ 550,000.00
Feasibility Study & other BCWMC costs expended thru 8/30/2013		\$ 55,451.96
Anticipated future costs - meeting with permitting agencies; follow-up, including water quality and wetland degradation analyses, development of maintenance plan and submittal for review		\$ 6,500.00
	Subtotal, rounded to nearest \$1,000	\$ 612,000.00
Briarwood/Dawnview Water Quality Improvement Project		
Construction (includes project bidding, construction costs, construction observation, engineering and design, permitting, and contingency)		\$ 234,000.00
Feasibility Study		\$ 11,700.00
Other BCWMC costs expended thru 8/30/13		\$ 2,588.14
Anticipated future costs - BWSR CWF grant application, levy request & misc.		\$ 1,500.00
	Subtotal, rounded to nearest \$1,000	\$ 250,000.00
Twin Lake In-Lake AlumTreatment Project		
Construction (includes project bidding, cost of chemicals, chemical application, engineering and design, permitting, and contingency)		\$ 148,000.00
Feasibility Study & other BCWMC costs expended thru 8/30/13		\$ 10,088.25
Twin/Sweeney fisheries survey - Blue Water Science		\$ 3,900.00
Anticipated future costs - fisheries & electrofish survey follow-up, levy request		\$ 1,000.00
	Subtotal, rounded to nearest \$1,000	\$ 163,000.00
	Grand Total	\$ 1,025,000.00
Closed Project Account		
	Anticipated Closed Project Balance per 8/15/13 financial report	\$ 380,000.00
	Maximum amount to remain in Closed Project Account	\$ 250,000.00
	Minimum amount available to transfer from Closed Project Account	\$ 130,000.00
	Recommended 2014 tax levy request	\$ 895,000.00

COOPERATIVE AGREEMENT

This Agreement is made as of this ____ day of _____, 2013, by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (hereinafter the "Commission"), and the City of Golden Valley, a Minnesota municipal corporation (hereinafter the "City").

WITNESSETH:

WHEREAS, the Commission adopted the Bassett Creek Watershed Management Commission Watershed Management Plan on September 16, 2004 (the "Plan"), a watershed management plan within the meaning of Minn. Stat., § 103B.231; and

WHEREAS, the Plan, as amended, includes a capital improvement program ("CIP") that lists a number of water quality project capital improvements; and

WHEREAS, the water quality projects identified in the CIP include a water quality improvement project described as Briarwood/Dawnview Water Quality Project, BC-7 in the City of Golden Valley, as more fully described in the feasibility report for the Project prepared by WSB & Associates, entitled Feasibility Report Briarwood/Dawnview Water Quality Improvement project dated April 5, 2013, which is attached and made a part hereof (the "Project"); and

WHEREAS, the amended cost estimate for the Project is \$250,000; and

WHEREAS, the Plan specifies that the Project will be funded by a County tax levy under Minn. Stat., § 103B.251; and

WHEREAS, on September 19, 2013, the Commission adopted a resolution ordering the Project and directing that it be constructed by the City; and

WHEREAS, it is expected that Hennepin County will levy taxes throughout the watershed for the Project costs in 2013 for collection and settlement in 2014; and

WHEREAS, the City is willing to construct the Project on the terms and conditions hereinafter set forth.

NOW, THEREFORE, ON THE BASIS OF THE PREMISES AND MUTUAL COVENANTS HEREINAFTER SET FORTH, THE PARTIES AGREE AS FOLLOWS:

1. The Project will consist of the Briarwood/Dawnview Water Quality Treatment Pond, BC-7, specifically the construction of a water quality treatment pond that incorporates an iron enhanced sand filter to improve phosphorous removal (option 5 in the Feasibility Report).

2. The City will design the Project and prepare plans and specifications for construction of the Project. Plans and specifications, and any changes to such plans and specifications, are subject to approval by the Commission.
3. The City will advertise for bids and award contracts in accordance with the requirements of law. The City will award the contract and supervise and administer the construction of the Project to assure that it is completed in accordance with plans and specifications. The City will require the contractor to provide all payment and performance bonds required by law. The City will require that the Commission be named as additional insured on all liability policies required by the City of the contractor and be given the same notification of cancellation or non-renewal as is given to the City. The City will require that the contractor defend, indemnify, protect and hold harmless the Commission and the City, their agents, officers, and employees, from all claims or actions arising from negligent acts, errors or omissions of the contractor. The City will supervise the work of the contractor. However, the Commission may observe and review the work of the Project until it is completed. The City will display a sign at the construction site stating "Paid for by the Taxpayers of the Bassett Creek Watershed".
4. The City will pay the contractor and all other expenses related to the construction of the Project and keep and maintain complete records of such costs incurred.
5. The Commission will reimburse Thirty-One Thousand Two Hundred Dollars (\$31,200) of Project expenses from its Capital Improvement Program Closed Project Account. The Commission will use its best efforts to secure payment from the County in accordance with Minn. Stat., § 103B.251 in the amount of Two Hundred Eighteen Thousand Eight Hundred Dollars (\$218,800) by tax levy in 2013 for collection in 2014. The total reimbursement will not exceed Two Hundred Fifty Thousand Dollars (\$250,000), less Commission expenses.

Out-of-pocket costs related to the Project, incurred and paid by the Commission including, but not limited to, feasibility studies, publication of notices, securing County tax levy, preparation of contracts, review of proposed contract documents, administration of this contract and a 2.5% administrative charge shall be repaid from the amount specified above from the Commission's Capital Improvement Program Closed Project Account and from funds received in the tax settlement from Hennepin County. All such funds in excess of such expenses are available for reimbursement to the City for costs incurred by the City in the design and construction of the Project. Reimbursement to the City will be made as soon as funds are available provided a request for payment has been received from the City providing such detailed information as may be requested by the Commission to substantiate costs and expenses.

6. Reimbursement to the City will not exceed the amount specified above from the Capital Improvement Program Closed Project Account and the amount received from the County for the Project less any amounts retained by the Commission for Commission expenses. Reimbursement will not be increased by grants or other revenues received by the Commission for the Project. Reimbursement will not exceed the costs and expenses incurred by the City for the Project, less any amounts the City receives for the Project as grants from other sources. All costs of the Project incurred by the City in excess of such reimbursement shall be borne by the City or secured by the City from other sources.
7. All City books, records, documents, and accounting procedures related to the Project are subject to examination by the Commission.
8. The City will perform all necessary investigations of site contamination and secure all necessary local, state, or federal permits required for the construction of the Project and will not proceed with the Project until any required environmental review and remediation of site contamination is completed or a plan for remediation is approved by appropriate regulatory agencies. Upon completion of the Project, the City will assume responsibility for its routine maintenance.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on behalf of the parties as of the day and date first above written.

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

By: _____
Its Chair

And by: _____
Its Secretary

CITY OF GOLDEN VALLEY

By: _____
Its Mayor

And by: _____
Its Manager



Bassett Creek Watershed Management Commission

Schaper Pond Project – Pre-permit Meeting Notes

Monday September 9, 2013

10:00 – 11:30 a.m.

MPCA Board Room, lower level

520 Lafayette Road N., St. Paul, MN 55155-4194

Meeting Notes

Attendees: Karen Chandler and Len Kremer (Barr Engineering for BCWMC), Jeff Oliver and Joe Fox (Golden Valley), Laura Jester (BCWMC); DNR: Kate Drewry, Jack Gleason, Melissa Doperalski, Nick Proulx; MPCA: Barb Peichel, John Hensel, Jim Brist, Mark Tomasek, Brian Livingston, Ryan Anderson

1. Introductions and meeting purpose

Jester opened the meeting and introductions were made around the table. She explained the meeting was called to discuss the Schaper Pond Project and determine if a permit was obtainable for the proposed work.

2. Historical background of Schaper Pond; pre/post 1997 City of Golden Valley project

Chandler and Oliver described the previous city project that expanded the pond's depth and area to improve water quality treatment, capped the contamination along the shoreline, and added recreational features adjacent to the pond. The pond expansion included construction in upland (i.e., non-wetland) areas. Chandler showed the pond's location on a large map, described the surrounding land use (highly developed), and reported that the pond drains much of the area into Sweeney Lake (impaired for nutrients).

Drewry indicated a previous DNR permit was obtained for the work described above and the wetland impacts were mitigated with a wetland NE of the pond.

3. Sweeney Lake TMDL, including alternatives review, proposed concept, and effects of proposed project on Sweeney Lake and Schaper Pond (see attached Table 8.2 from Sweeney Lake TMDL Implementation Plan)

Chandler reviewed the pertinent lines from the Sweeney Lake TMDL Implementation Plan and noted that very few opportunities exist for phosphorus removal from stormwater in the watershed upstream of Sweeney Lake. She indicated that if the Schaper Pond project is not implemented, decades could go by for redevelopment projects force improvements in treatment. Oliver reported that development and redevelopment projects in the city consistently go above and beyond stormwater treatment requirements.

There was some discussion about the amount of removal needed with this project if other practices and projects are completed. Again, the group agreed the largest improvements would come from redevelopment, which may be decades away.

4. Project description (*see attached description with figures*)

Chandler described the proposed project – an in-pond curtain that would force the flow of water into the deeper northwest lobe of the pond to improve water quality before moving on to Sweeney Lake. The project’s feasibility study estimates 81- 136 lbs of total phosphorus would be removed each year. (The Sweeney Lake TMDL requires 99 lbs of phosphorus removal.)

There was some discussion about flows through the pond. Chandler reported the project would not affect the flood profile.

5. Past permits – already covered with historical description

6. Permit needs for proposed project

There was much discussion (including between DNR and MPCA) about how the project might impact the water quality and wetland attributes of the northwest lobe of the pond. MPCA indicated that, while they see the value in the project to improve Sweeney Lake, non-degradation rules prohibit impacts to ANY water of the State, including Schaper Pond. While this project does not require a MPCA permit (only a DNR permit), the DNR must consider MPCA comments before issuing a permit. MPCA would require water quality and wetland degradation issues to be addressed in the permit application.

The MPCA reported a work group was currently considering how to deal with cases like this – where a significant water quality benefit might come at the expense of another waterbody (especially in urban, highly altered landscapes with limited opportunities for stormwater treatment). Tomasek indicated this project might be a good “test case” for the work group to consider. A few similar cases had come before the DNR and MPCA in recent years, but those projects did not ultimately seek a permit for the proposed work.

There was discussion about mitigation opportunities as outlined in the new MS4 Permit. The current project would not be eligible for pollutant removal credits in Golden Valley’s MS4 permit (until Sweeney Lake is delisted). Additionally, maintenance of the pond is a consideration for the permit.

7. Wrap-up, comments, questions

It was decided that more information was needed to better understand the effects of the project on the pond itself. This information would be necessary to apply for a permit and should be forwarded to the MPCA work group and the DNR’s primary contact, Kate Drewry. Further discussions regarding permitting would happen after this additional information is gathered and provided to the group.



Minnesota Department of Natural Resources
Fisheries Management

Item 6D.
BCWMC 9-19-13



STANDARD LAKE SURVEY REPORT

DRAFT VERSION - PRELIMINARY DATA (AS OF 08/29/2013)

Lake Name: Sweeney

Survey Type: Special Assessment

DOW Number: 27-0035-01

Survey ID Date: 08/28/2013

SPECIAL ASSESSMENT
Electrofishing
Water Quality Measurement

Lake Identification

Alternate Lake Name: N/A
Primary Lake Class ID: 30

DNR Sounding Map Number: C1143
Alternate Lake Class ID: N/A

Lake Location

Primary County: Hennepin

Nearest Town: Glenwood Junction

Legal Descriptions

Lake Center: Township - 29N Range - 24W Section - 18
PLS Section Lake Center: 2902418

All Legal Descriptions:

Hennepin County: Township - 29N Range - 24W Sections - 18, 19

Area Office

Area Name: Metro West
Region Name: Central

ORG Code: F314
Region Number: 3

Lake Access

(Information based on Re-Survey dated 07/01/1991)

Station ID	Ownership	Public Use	Type	Location / Comments
------------	-----------	------------	------	---------------------

(Data excludes records where public use is not designated or is designated "No Public Use")

Lake Characteristics

Lake Area (planimetered acres): 66.00
GIS Lake Area (acres): 67.64
DOW Lake Area (acres): 0.00
Littoral Area (acres): 34.00
Area in MN (acres): 67.64
Maximum Depth (feet): 28.0
Mean Depth (feet): N/A

GIS Shoreline Length (miles): 2.11
Maximum Fetch (miles): 1.00
Fetch Orientation (degrees): N/A
USGS Quad Map Number: S16a
USGS Quad 24K GIS Index: 3632

Watershed CharacteristicsMajor Watershed

Name: Mississippi River-TC
 Watershed Number: 20
 Watershed size (acres): 644,320

Minor Watershed

Name: Bassett Cr
 Watershed Number: 95
 Watershed size (acres): 13,581

Surveys And Investigations

Initial Survey: 08/03/1960.

Re-Survey: 07/01/1991, 07/13/1981.

Population Assessment: 07/02/1986, 07/13/1976.

Dissolved Oxygen And Temperature Profile Of Lake Water

Station ID	Sampling Date	Bottom Depth (Feet)	Sample Depth (Feet)	Water Temperature (°F)	Dissolved Oxygen (ppm)
WQ - 1	08/28/2013	22.0	Surface	82.6	7.2
			2.0	81.5	6.3
			4.0	80.6	6.1
			6.0	80.2	5.4
			8.0	80.1	4.9
			10.0	79.9	4.8
			12.0	79.7	4.2
			14.0	78.8	2.7
			16.0	78.1	1.4
			18.0	77.7	0.9
			20.0	76.8	0.5
			22.0	76.5	0.3

Field Measurements Of Water Quality

Station ID	Sampling Date	Sample Depth (Feet)	Secchi Depth (Feet)	Field pH	Alkalinity (ppm)	Water Color	Color Cause
WQ - 1	08/28/2013	Surface	4.0	N/A	N/A	Brown Grn	Algae

Electrofishing Catch Summary for EF

Standard electrofishing

Total run-time for all stations: 01:37:00
Total on-time for all stations: 01:30:00
First Sampling Date: 08/28/2013
Last Sampling Date: 08/28/2013
Daylight Sampling: Yes
Target Species: N/A

Abbr	Species	Summary By Numbers			Summary By Weight (pounds)			
		Total Number	Number per Hour		Total Weight	Lbs per Hour		Mean Weight
			Run-Time	On-Time		Run-Time	On-Time	
BLB	Black Bullhead	3	1.86	2.00	1.45	0.89	0.96	0.48
BLC	Black Crappie	17	10.52	11.33	3.65	2.26	2.43	0.21
BLG	Bluegill	86	53.20	57.33	9.97	6.17	6.65	0.12
CAP	Common Carp	7	4.33	4.67	57.91	35.82	38.61	8.27
GOS	Golden Shiner	5	3.09	3.33	0.48	0.30	0.32	0.10
GSF	Green Sunfish	3	1.86	2.00	0.35	0.22	0.23	0.12
HSF	Hybrid Sunfish	3	1.86	2.00	0.39	0.24	0.26	0.13
LMB	Largemouth Bass	42	25.98	28.00	31.96	19.77	21.31	0.76
NOP	Northern Pike	1	0.62	0.67	5.97	3.69	3.98	5.97
PMK	Pumpkinseed	1	0.62	0.67	0.15	0.09	0.10	0.15
WTS	White Sucker	8	4.95	5.33	13.05	8.07	8.70	1.63
YEB	Yellow Bullhead	17	10.52	11.33	8.87	5.49	5.91	0.52
YEP	Yellow Perch	2	1.24	1.33	0.08	0.05	0.05	0.04

Length Frequency Distribution For EF

Standard electrofishing

(Field work conducted on 08/28/2013)

	<u>BLB</u>	<u>BLC</u>	<u>BLG</u>	<u>CAP</u>	<u>GOS</u>	<u>GSF</u>	<u>HSF</u>	<u>LMB</u>	<u>NOP</u>	<u>PMK</u>	<u>WTS</u>	<u>YEB</u>	<u>YEP</u>
< 3.00	-	-	-	-	1	-	-	2	-	-	-	-	-
3.00 - 3.49	-	-	1	-	-	-	-	1	-	-	-	-	-
3.50 - 3.99	-	-	2	-	-	-	-	2	-	-	-	-	-
4.00 - 4.49	-	-	4	-	-	-	-	1	-	-	-	-	1
4.50 - 4.99	-	-	24	-	-	1	-	2	-	-	-	-	1
5.00 - 5.49	-	-	23	-	-	1	-	-	-	1	-	-	-
5.50 - 5.99	-	-	18	-	1	1	3	-	-	-	-	-	-
6.00 - 6.49	-	-	6	-	1	-	-	-	-	-	-	-	-
6.50 - 6.99	-	1	7	-	1	-	-	-	-	-	-	-	-
7.00 - 7.49	-	6	1	-	-	-	-	1	-	-	-	-	-
7.50 - 7.99	-	9	-	-	1	-	-	-	-	-	-	-	-
8.00 - 8.49	1	1	-	-	-	-	-	2	-	-	-	1	-
8.50 - 8.99	-	-	-	-	-	-	-	1	-	-	-	2	-
9.00 - 9.49	-	-	-	-	-	-	-	2	-	-	-	3	-
9.50 - 9.99	1	-	-	-	-	-	-	3	-	-	-	3	-
10.00 - 10.49	1	-	-	-	-	-	-	4	-	-	-	2	-
10.50 - 10.99	-	-	1	-	-	-	-	4	-	-	-	5	-
11.00 - 11.49	-	-	-	-	-	-	-	4	-	-	-	1	-
11.50 - 11.99	-	-	-	-	-	-	-	2	-	-	-	-	-
12.00 - 12.99	-	-	-	-	-	-	-	3	-	-	-	-	-
13.00 - 13.99	-	-	-	-	-	-	-	1	-	-	-	-	-
14.00 - 14.99	-	-	-	-	-	-	-	1	-	-	-	-	-
15.00 - 15.99	-	-	1	-	-	-	-	1	-	-	2	-	-
16.00 - 16.99	-	-	-	-	-	-	-	1	-	-	6	-	-
17.00 - 17.99	-	-	-	-	-	-	-	2	-	-	-	-	-
18.00 - 18.99	-	-	-	-	-	-	-	-	-	-	-	-	-
19.00 - 19.99	-	-	-	-	-	-	-	-	-	-	-	-	-
20.00 - 20.99	-	-	-	-	-	-	-	-	-	-	-	-	-
21.00 - 21.99	-	-	-	-	-	-	-	-	-	-	-	-	-
22.00 - 22.99	-	-	-	1	-	-	-	-	-	-	-	-	-
23.00 - 23.99	-	-	-	2	-	-	-	-	-	-	-	-	-
24.00 - 24.99	-	-	-	-	-	-	-	-	-	-	-	-	-
25.00 - 25.99	-	-	-	2	-	-	-	-	-	-	-	-	-
26.00 - 26.99	-	-	-	1	-	-	-	-	-	-	-	-	-
27.00 - 27.99	-	-	-	1	-	-	-	-	-	-	-	-	-
28.00 - 28.99	-	-	-	-	-	-	-	-	-	-	-	-	-
29.00 - 29.99	-	-	-	-	-	-	-	-	1	-	-	-	-
30.00 - 30.99	-	-	-	-	-	-	-	-	-	-	-	-	-
31.00 - 31.99	-	-	-	-	-	-	-	-	-	-	-	-	-
32.00 - 32.99	-	-	-	-	-	-	-	-	-	-	-	-	-
33.00 - 33.99	-	-	-	-	-	-	-	-	-	-	-	-	-
34.00 - 34.99	-	-	-	-	-	-	-	-	-	-	-	-	-
35.00 - 35.99	-	-	-	-	-	-	-	-	-	-	-	-	-
= > 36.00	-	-	-	-	-	-	-	-	-	-	-	-	-

	<u>BLB</u>	<u>BLC</u>	<u>BLG</u>	<u>CAP</u>	<u>GOS</u>	<u>GSF</u>	<u>HSF</u>	<u>LMB</u>	<u>NOP</u>	<u>PMK</u>	<u>WTS</u>	<u>YEB</u>	<u>YEP</u>
Total	3	17	88	7	5	3	3	40	1	1	8	17	2
Min. Length	8.15	6.57	3.27	22.24	2.68	4.84	5.71	2.56	29.33	5.31	15.12	8.46	4.13
Max. Length	10.04	8.43	15.16	27.36	7.80	5.63	5.87	17.32	29.33	5.31	16.93	11.02	4.72
Mean Length	9.30	7.53	5.48	24.93	5.87	5.26	5.77	9.86	29.33	5.31	16.24	9.90	4.43
# Measured	3	17	88	7	5	3	3	40	1	1	8	17	2
No Lengths for	0	0	0	0	0	0	0	0	0	0	0	0	0

Note: Unless all fish were measured in the catch, totals shown for some length-frequency distributions may differ from the total number of fish in the catch, due to rounding of fractions used in the estimation of length frequency from a subsample of measured fish

Survey Crew Notes

Electrofishing assessment targeting all fish for Bassett Creek Watershed Management Commission

Discussion

The Bassett Creek Watershed Management Commission requested data on the fish community in Sweeney Lake and the connected Twin Lake. Specifically, the Commission was interested in the presence of common carp and gizzard shad. Since the most recent assessment was in 1991, an electrofishing assessment targeting all fish was conducted on Sweeney Lake during the day on August 28, 2013.

Sweeney Lake

Four transects, encompassing the entire lake, were electrofished. All transects were near shore in 4 feet of water or less. The conductivity of the lake water was high (1042 mS) and fish were shocked only moderately well. Despite this, in 1.5 h of electrofishing on-time, 195 fish were sampled, this included 13 different species. Bluegill, largemouth bass, black crappie, and yellow bullhead were the most abundant, respectively. Seven common carp were netted and measured. Many additional common carp were observed but were able to escape the electrical field before they were netted. One buffalo (*Ictiobus* sp.) was observed but could not be netted. Only netted fish are included in the survey report.

No gizzard shad were sampled in the 4 standard transects. However, areas of "rippling" water were observed off shore. Upon investigation with the electrofishing boat, these "ripples" were caused by schools of gizzard shad. The water was calm and these schools were observed in many areas throughout the lake. All gizzard shad that were shocked ranged from 3 to 5 inches. Since the shad were not sampled in the standard transects, they are not included in the survey report. Gizzard shad are not common in lakes of this type but they seemed relatively abundant in Sweeney Lake.

Twin Lake

The channel between Sweeney and Twin Lakes is shallow. At times the electrofishing boat had to be propelled by a push pole or crew members waded in the water and pushed the boat by hand. There was approximately 6 inches of clearance between the boat rails and the top of the bridge that leads to Twin Lake. During high water it may be difficult to pass under this bridge.

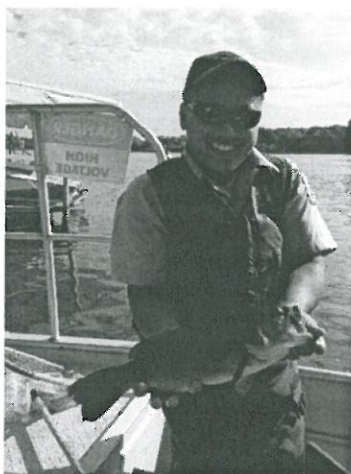
Once in Twin Lake, it was immediately obvious that the lake is heavily used by the public to recreate. Many people had accessed the lake at several points along the eastern shore and were swimming. Due to the number of people swimming laps in this 19-acre lake, it was determined that it was unsafe to use electricity to sample fish. No fish sampling was conducted. Water clarity was noticeably greater than Sweeney Lake and common carp and bluegill were visually observed.

Approval Dates And Notices

Date Approved By Metro West Area Fisheries Supervisor: _____

Date Approved By Central Region Fisheries Manager: _____

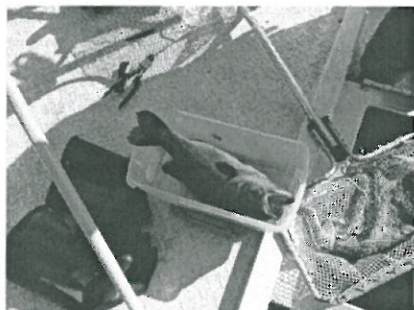
This Draft version of the Standard Lake Survey Report contains preliminary data (as of 08/29/2013), and is therefore subject to change at any time.



Largemouth bass



Gizzard shad



Minnesota Department of Natural Resources

By accepting the data in this report, the user agrees the data will be used for personal benefit and not for profit. Any other uses or publication of the data needs the consent of the Department. The Minnesota Department of Natural Resources assumes no responsibility for actual or consequential damage incurred as a result of any user's reliance on the data.

Standard Lake Survey Report revision: 04/05/2011-RJE. Data Date: 08/29/2013 at 3:04 pm .

8/30/13 EMAIL CORRESPONDENCE

Laura,

A couple of corrections needed to be made in the data or staff would have completed the draft report earlier on Thursday.

They were able to push the electrofishing boat through the channel and under the bridge to Twin Lake. Unfortunately there were so many swimmers that our staff weren't able to sample in that part of the two lakes. They even stopped to eat their lunch and wait an hour to see if the swimmers may leave. Swimmers were entering the lake from the trail on the southeast part of Twin Lake. Carp and bluegill were observed in Twin Lake (see discussion at the end of the report). Since the two lakes are connected, the fish in Sweeney Lake should reflect the community in Twin Lake.

Carp and gizzard shad were sampled in Sweeney Lake. The shad were well offshore and not part of the shoreline sampling stations. Staff saw ripples at the surface offshore and suspected gizzard shad. Please refer to the discussion in the report. Hope this helps and let us know if you have any questions.

Daryl Ellison
Minnesota DNR
West Metro Area Fisheries
7050 East Highway 101
Shakopee, Minnesota 55379
(952) 496-4141 x222
daryl.ellison@state.mn.us

9/9/13 EMAIL CORRESPONDENCE

Laura,

The draft report will be very similar to the final report. There were two bluegill in the length-frequency table (10 and 15 inch) that the lengths are incorrect. We have more review and correcting to do on the data. Normally on a fish survey, after the field season, the data is reviewed and corrected during the winter, fish aged if structures were taken, data compiled and analyzed and a discussion prepared. Our staff reviewed the data and made some corrections and prepared a discussion. All that's left is additional review and corrections made, my review and approval along with my supervisor's. We do these things in the winter, generally by April.

Some fish species aren't real vulnerable to electrofishing in summer; northern pike, yellow perch and walleye to name a few. For Sweeney Lake, if northern pike are present, electrofishing wouldn't sample in relation to the abundance. One pike and two perch were sampled, indicating that these species were present although unsure on the relative abundance. Our normal fish surveys include trapnetting and gillnetting and sometimes electrofishing particularly for largemouth bass. Pike, perch and walleye are more vulnerable to gill nets. The gizzard shad were large enough to be vulnerable to the small mesh of our gill nets. So this species would most likely have been taken by gillnetting. The electrofishing sample gives a quick snap shot of the fish community although each sampling gear is selective for certain species.

Lacking all the pieces to the puzzle, based only on the electrofishing sample, some generalities could be inferred. The connection allows fish during part of the year to move between Sweeney and Twin lakes. So I'd expected the fish community to be similar. The fish community in lakes like Sweeney in this area are bass-panfish-pike combination. So largemouth bass and pike are the typical fish predators. Bluegill and black crappie and perhaps yellow perch are the principal panfish.

Largemouth bass – Consistent reproduction; moderate relative abundance; good size range up to 17 inches.

Bluegill and black crappie – Average to high average; small size, probably slow growth; angler harvest most likely of the larger fish.

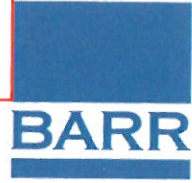
Black bullhead – Larger size is an indication that bass are controlling reproduction.

Yellow bullhead – More yellow bullhead sampled compared to black bullhead. Yellow bullhead favor higher water quality than black bullhead.

Common carp – 22-28 inches, 8.3 pound average weight. Probably an indicator of high biomass or weight of carp per area in the lake. Carp reproduction could be occasional although the longevity may be 30 years or longer. So infrequent reproduction may still result in high weight in a lake because of the potential long life span for the species. Carp could increase internal nutrient loading as well as reduce the success of an alum application.

Gizzard shad – May have entered the lake from a connecting river or stream. May be effective in filtering zooplankton that prey on desirable algae species.

Daryl



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 6E – Review of Main Stem Restoration Project; Golden Valley Rd. to Irving Ave. N. – 50% Development Plans (CIP 2012 CR)
BCWMC September 19, 2013 Meeting Agenda
Date: September 12, 2013
Project: 23270051 2013 626

6E. Review of Main Stem Restoration Project; Golden Valley Rd. to Irving Ave. N. – 50% Development Plans (CIP 2012 CR)

Summary

Proposed Work: Main Stem of Bassett Creek Restoration Project (CIP 2012 CR)

Basis for Commission Review: 50% plan review

Change in Impervious Surface: N.A.

Recommendation: Conditional Approval

The Minneapolis Park and Recreation Board (MPRB) Main Stem of Bassett Creek restoration project (CIP 2012 CR) is being funded by the BCWMC's ad valorem levy (via Hennepin County) and by a Minnesota Board of Water and Soil Resources Clean Water Fund Grant. The MPRB provided the 50% design plans to the BCWMC for review and comment, as set forth in the BCWMC CIP project flow chart developed by the TAC.

Feasibility Study Summary

The Feasibility Report for the 2012 Bassett Creek Main Stem Restoration Project – Golden Valley Road to Irving Avenue North (Barr, June 2011) was completed by the BCWMC to develop approaches to stabilize eroding stream banks along the Main Stem of Bassett Creek. Between Golden Valley Road and Irving Avenue North, Bassett Creek flows through Golden Valley and Minneapolis, and is nearly entirely contained within MPRB-owned land in Theodore Wirth Regional Park, Theodore Wirth Golf Course, and city parks. The goal of the project is to reduce the phosphorus loading to the Main Stem of Bassett Creek by 60 pounds per year and to consolidate sediments in an in-stream pond upstream of Highway 55. Eight stabilization sites with severe or moderate erosion were identified in the feasibility study, along with the sediment consolidation in the pond.

The feasibility study developed conceptual stabilization approaches for each of the eight erosion sites. The approaches used combinations of riprap, grading, biolog, j-vanes, root wads, live stakes, and

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native plantings. It also developed a conceptual approach to the pond drawdown to achieve the goals of sediment consolidation, vegetation re-growth, and invasive species control.

Previous reviews

The cooperative agreement for this project between the BCWMC and the City of Minneapolis acknowledges that the City will act through the MPRB to construct the project. On behalf of the BCWMC, the Commission Engineer met twice with MPRB and its consultant to discuss the project during different design phases. The first meeting occurred on April 26, 2013 at MPRB headquarters to discuss the project approach and preliminary/conceptual plans. The second meeting occurred on June 4, 2013 at the Theodore Wirth Golf Course chalet and was followed by visits to each of the restoration sites to discuss concept plans.

Recommendations

The BCWMC Engineer recommends that the BCWMC: 1) approve (with conditions) the 50% design drawings and 2) authorize the MPRB to proceed with final plans and contract documents.

Although we understand these drawings are still preliminary, note the following initial review comments. Additional necessary minor edits (spelling, formatting, etc.) were also communicated to the design team.

1. Sheet 2 appears to show several easements outside of the project area. If the easements are unrelated to the proposed project, then they should be removed from the plan set.
2. The “Description of Proposed Improvements” on Sheet 3 appears to contain some items not included in the proposed project (e.g. cross vanes) and omit items that are included in the proposed project (e.g. live fascines). This description should be corrected.
3. The detail for a fishing block on Sheet 4 shows limestone blocks stacked on top of each other to provide a smooth surface from which to fish. The detail should be modified or notes added to the detail to describe how the limestone blocks will be secured together. A portion of the limestone blocks are to be cantilevered over the water and excessive weight on the cantilevered portion may cause the top limestone slab to overturn. Plan details should include methods for securing the blocks or computations should be provided to demonstrate the blocks are stable.
4. Construction access and construction limits should be shown on Sheets 10 – 19.
5. On Sheets 13 – 19, there are many locations calling for clearing vegetation, grading and installing biolog and fascine. Biolog and fascines (and live stakes) are generally installed by hand and do not always require significant clearing for their installation. The value of existing vegetation and the need to grade existing stream banks should be evaluated to determine if extensive clearing and grading is necessary or if installation by hand within the confines of the existing vegetation would be appropriate.

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Project: 23270051 2013 626

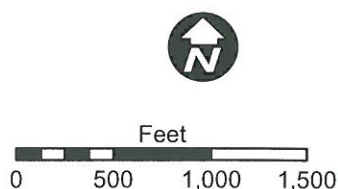
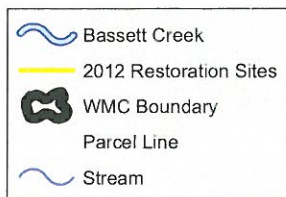
6. Sheets 13 – 19 show the placement of several rock vanes and root wads. The design elevations for each of these features should be included in the plans.
7. Sheets 13-19 show the placement of some rock vanes and root wads quite close together, particularly on Sheet 13 (Station 160+50) and Sheet 16 (Station 113+50). Notes in the plan set state that actual locations of vanes and root wads will be staked in the field. Nonetheless, the placement of all vanes and root wads (Sheets 13-19) should be evaluated and the plans should be modified as necessary to reflect anticipated placement as accurately as possible.
8. Sheets 13 – 19 show the use of fieldstone boulder stabilization in several locations. The design elevation of these features should be included in the plans.
9. On Sheet 13, between stations 160+00 and 162+00, the proposed fascines would likely successfully stabilize the stream banks; however, willows can grow quite tall and may provide an unintended hazard for the golf course. Native grasses or other shrub species would also work in this location. The design team should consult with the golf course planners to agree on a planting plan.
10. On Sheet 14, VRSS is proposed between stations 137+50 to 143+50 with willows (live stakes) as the primary vegetation planted between the VRSS layers. The west bank is well-forested and may provide significant shading to all or portions of the VRSS. We recommend evaluating the anticipated light exposure for the VRSS to ensure the light will be sufficient for willow live stakes to grow. In case of insufficient light, we recommend modifying the planting plan as necessary.
11. On Sheet 14, a callout states that the stone wall will be removed from the stream. Removing the wall will cause disturbance to the channel, so details should be provided about the channel restoration after wall removal. Alternatively, the need to remove the wall could be re-evaluated, especially given the historical context of the wall and the condition of the stream in that area.
12. On Sheet 15, approximately 20 trees are to be removed between Station 128+00 and 131+00, with vanes, biolog and fascines to be installed along the bank. It appears that all trees along this bank are to be removed. It is possible to install vanes without removing all adjacent vegetation. The need to remove all trees along this bank should be re-evaluated with consideration of actual current erosion, the potential for future erosion, and value of existing mature trees.
13. On Sheet 19, the transition between the biolog and riprap can result in erosion behind the riprap if the transition is not constructed properly. The plan set should include a detailed view of this area to clarify the transition.
14. The plans call for removal of dozens of trees with hundreds of feet of fascine to be installed along the stream banks. Willows can be excellent species to help stabilize stream banks and are often available for harvesting for use in fascines. Dogwood species can also be used in similar situations as willow; however harvesting sites are generally not as plentiful. If it is not possible to

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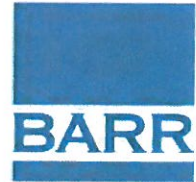
include dogwood cuttings in some fascines, then substituting fascines with dogwood shrubs in some locations should be considered to provide species diversity and create new harvest sites for future MPRB work. Furthermore, other shrub and tree species thrive in riparian zones even though they are not suitable for live stakes and live fascines. Increased diversity in the plantings is encouraged.

15. For the SWPPP notes and restoration plans, please note that
 - a. The restoration plan should show where new vegetation (including trees and shrubs) will be planted and where seed mixes will be used. The restoration plan should also describe how access paths will be restored.
 - b. The plans should show the locations of silt curtain placement to prevent sediment from washing downstream during construction.
 - c. Temporary or permanent mulch must be uniformly applied by mechanical or hydraulic means and stabilized by disc-anchoring or use of hydraulic soil stabilizers.
 - d. Temporary vegetative cover must be spread at 1.5 times the usual rate per acre. If temporary cover is to remain in place beyond the present growing season, two-thirds of the seed mix shall be composed of perennial grasses.
16. The BCWMC generally does not allow fill in the floodplain. If fill is placed in the floodplain, the BCWMC requires that compensating storage and/or channel improvement be provided so that the flood level is not increased at any point along the trunk system due to the fill.
17. Golden Valley and Minneapolis are the LGUs responsible for reviewing the project for conformance to the Minnesota Wetland Conservation Act.
18. Revised plans must be submitted to the BCWMC Engineer for review.

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LOCATION MAP
Main Stem Restoration Project
Golden Valley Road to Irving Avenue
CIP 2012 CR
50% Plan Review
Golden Valley and Minneapolis, MN



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 7A – Four Season Mall Area Water Quality Project (CIP NL-2)
i. Lancaster Lane Diversion Project Update
BCWMC September 19, 2013 Meeting Agenda
Date: September 12, 2013
Project: 23270051.34 2013

7A. Four Season Mall Area Water Quality Project (CIP NL-2): i. Lancaster Lane Diversion Project Update

Recommendations:

1. Remove the Divert Lancaster Lane Storm Sewer Project (CIP NL-3) from the BCWMC CIP.

Background

The BCWMC's CIP includes construction of the Divert Lancaster Lane Storm Sewer Project (CIP NL-3) in 2019. The 1996 Northwood Lake Watershed and Lake Management Plan recommended this project as one of the structural best management practices to implement in the watershed to reduce phosphorus loadings to Northwood Lake. The purpose of the project was to divert flows from Lancaster Lane into a wetland on the west side of Lancaster Lane to provide more treatment of the stormwater. At the time of the 1996 report, the available information (record drawings) showed the storm sewer on Lancaster Lane discharging to the east, to a different wetland (pond NB-07) (see location arrow 1 on attached figure).

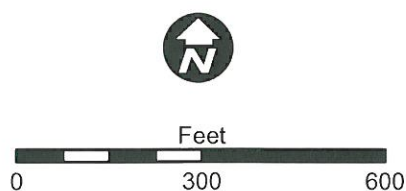
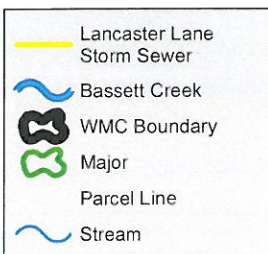
The City of Plymouth presented their 50% plans for the Four Seasons Mall Area Water Quality Project to the Commission at their August 15 meeting. During the discussion, city staff noted that the project also included the Lancaster Lane diversion project, a separate CIP project that the Commission had not yet ordered. The Commission directed staff to look into how the project could be incorporated into the current Four Seasons Mall Area Water Quality Project (e.g., when the Commission could order the project and when a public hearing should be held).

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Date: September 12, 2013
Page: 2

At a subsequent meeting with Plymouth staff, the Commission Engineer learned that the Lancaster Lane storm sewer already discharges to the wetland on the west side of Lancaster Lane (see location arrow 2 on attached figure). This means that the diversion called for in the proposed CIP project is not needed. However, the Lancaster Lane storm sewer currently discharges into the northeast corner of the wetland, very near the wetland outlet. Thus, the stormwater flows from the Lancaster Lane storm sewer pipe cannot be sufficiently treated by the wetland before the flows discharge from the wetland (i.e., the flows “short-circuit”).

To provide for better treatment of the Lancaster Lane stormwater flows, the Four Seasons Mall Area Water Quality Project includes a proposed change in the discharge location for the Lancaster Lane storm sewer. The project plans show the discharge location moved to the southeast side of the wetland (see location arrow 3 on attached figure). This change in the discharge location will allow for better treatment of the stormwater flows.

Staff recommends the Commission remove the Divert Lancaster Lane Storm Sewer Project (CIP NL-3) from the BCWMC CIP.



LOCATION MAP
Four Seasons Mall
Water Quality Improvements
Lancaster Diversion Project
Plymouth, MN



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 7A – Four Season Mall Area Water Quality Project (CIP NL-2)
ii. Approval of 90% (Final) Plan Set – Plymouth
BCWMC September 19, 2013 Meeting Agenda
Date: September 12, 2013
Project: 23270051 2013 623

7A. Four Seasons Mall Area Water Quality Project (CIP NL-2) ii. Approval of 90% (Final) Plan Set

Summary

Proposed Work: Four Seasons Mall Area Water Quality Project (CIP NL-2)

Basis for Commission Review: 90% (final) plan approval

Change in Impervious Surface: N.A.

Recommendation: Recommended Conditional Approval

Background and Previous Reviews

The Four Seasons Mall Area Water Quality Improvement Project (CIP NL-2) is located in Plymouth and includes a proposed pond located east of 40th Avenue, and channel stabilization and restoration west of Lancaster Lane. The BCWMC is funding the project through an ad valorem levy (via Hennepin County).

At their August 15, 2013 meeting, the Commission approved the 50% development construction plans for the Four Seasons Mall Area water quality project, with the staff recommendations as listed in the BCWMC Engineer's memo.

Plymouth staff met with BCWMC Engineer staff on August 28, 2013 to discuss the BCWMC Engineer's comments about the proposed project. The BCWMC Engineer staff also walked the project area after the meeting with the City staff to gather additional perspectives about the proposed project. The BCWMC Engineer provided subsequent comments to City staff. The City's modified plans (90% stage) plans successfully address most of the BCWMC Engineer's comments provided during the 50% stage review and after visiting the project site.

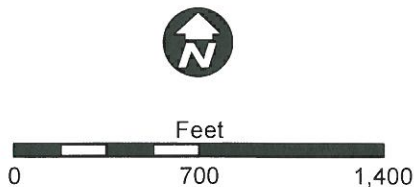
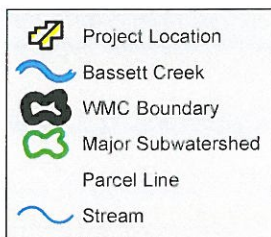
To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 7A – Four Season Mall Area Water Quality Project (CIP NL-2)
ii. Approval of 90% (Final) Plan Set – Plymouth
Date: September 12, 2013
Page: 2
Project: 23270051 2012 286

The City of Plymouth submitted the 90% (final) plans to the BCWMC engineer for review, as set forth in the BCWMC CIP project flow chart developed by the TAC. We understand that it is the City's intention to complete construction of this project during the winter of 2013/2014.

Recommendations

The BCWMC Engineer recommends that the BCWMC: 1) approve (with conditions) the 90% design drawings and 2) authorize the City of Plymouth to proceed with preparation of final plans and contract documents and construction of the project. Please note the BCWMC Engineer's following comments:

1. The proposed dead storage volume (Sheet 9) for the pond should be compared to the dead storage assumed in the feasibility study to ensure that the removal rates calculated with the P8 model still apply to the current design.
2. We understand that the City's estimated channel design flows will be provided to the BCWMC Engineer in the near future. The BCWMC Engineer should review the design flows before the City finalizes the plans.
3. We understand that the City intends to maintain the existing channel width and preserve trees to the extent possible. We concur that this will minimize the impacts to the channel's natural dimensions. We recommend adding notes to the plans stating that grading and tree removal extents are approximate and the City will mark specific grading extents and tree removals in the field.
4. The plans should include a SWPPP and erosion control plan, including where silt curtains or rock dams will be used in the channel to provide sediment control during runoff events.
5. Adequate riprap should be provided to prevent erosion between storm sewer outlets and receiving water bodies.
6. The details for the cross vanes and rock weir should be added to the plans.



LOCATION MAP
Four Seasons Mall
Water Quality Improvements
90-percent Plan Review
Plymouth, MN

Through August 30, 2013

Next Generation Watershed Management Plan – Proposed Plan Steps and Schedule

Item 7Bi.
BCWMC 9-19-13

- Plan Development Simplified:
 - i. How have we done?
 - ii. What do we have?
 - iii. What do we want (to achieve)?
 - iv. How will we achieve it?

The plan steps and Commission actions listed below are also shown on the attached proposed schedule.

Plan Steps and Commission Actions		Status	Responsible Party	Estimated Cost	Cost thru 7/31/13	Amt Over (Under) Budget
1	Establish Steering Committee	Complete	L Loomis, Chair			
2	Develop Public Outreach process <ul style="list-style-type: none"> • Evaluate various methods to conduct outreach to the watershed, including the Golden Valley Envision Process • Make recommendation to the Commission 	Complete	L Loomis L Jester Barr			
3	Notify plan stakeholders <ul style="list-style-type: none"> • Notify plan stakeholders of plan initiation and request information – New and current 8410 requirement. Current 8410 rules require that the WMO request information from the plan review authorities (local, regional and state). The proposed 8410 rules would require that the WMO request this information at a particular time in the planning process (before initial planning meeting), and that the WMO <u>allow 60 days</u> for the stakeholders to respond. 	Complete				
4	Visioning <ul style="list-style-type: none"> • Review BCWMC's current Vision, revised as appropriate. This is an exercise that looks to the future and lays out, in one or two sentences what the Commission/TAC would like the watershed to look like in the future (ten (10) years or more). • Visioning exercise conducted at December 20 Commission meeting 	Complete				

Through August 30, 2013

Plan Steps and Commission Actions		Status	Responsible Party	Estimated Cost	Cost thru 7/31/13	Amt Over (Under) Budget
<p>series of small group meetings, an online survey, and a final summit/large group meeting (described below).</p> <ul style="list-style-type: none"> February: Publish article one month prior to first kickoff meeting. <ul style="list-style-type: none"> Publish in various media outlets including local papers, neighborhood newsletters, city newsletters, etc. Article to contain information about watershed, water resources, and planning process and to solicit input from citizens and groups for new plan. Will contain link to online survey February: Publish on-line survey for general public to identify major water-resources issues and possible focus areas for the plan. February: Send letter to city staff, mayor, administrator requesting meetings with Council or city commissions for following item February: Recruit and train volunteers from the commission and community. Volunteers will be trained to facilitate small group meetings in each city. Government Training Services may assist in recruiting and training facilitators. March/April/May: Hold small focus group meetings facilitated by volunteers. Meetings will specifically target WMO member cities; anticipate one meeting per city. Cities will be asked to identify groups/departments to be invited to those meetings. Participants may 			<p>M Welch: contact w/reporter</p> <p>L Jester and A Herbert: get article to news outlets after Commission input</p> <p>L Jester and L Loomis: develop survey w/ Commission input A Herbert: Publish survey online</p> <p>L Loomis: write and send letter</p> <p>L Jester and L Loomis: recruit and train volunteers, develop meeting materials</p> <p>Small group meetings: Volunteers –</p>	<p>Writer=\$1,000</p> <p>A Herbert=\$228 L Jester assistance</p> <p>Barr=\$880 A Herbert=\$171 L Jester assistance</p> <p>L Jester assistance</p> <p>A Herbert = \$1,140 Materials:</p>	<p>Writer = \$50 (5%)</p>	<p>(\$950) see roll up below</p>

Through August 30, 2013

Plan Steps and Commission Actions	Status	Responsible Party	Estimated Cost	Cost thru 7/31/13	Amt Over (Under) Budget
<p>include city councils, city staff, and advisory commissions (e.g., planning, environmental). <i>[A framework will be developed to guide discussion at focus group meetings and other small meetings to allow ample public participation, using the Gaps Analysis as a foundation. Framework will include information and comments submitted to the Commission as part of the initial 60-day notice period from review agencies and the member cities. This process will begin identifying water-resource issues and goals to be addressed in the Next Generation Plan. This information will assist in the development of Goals and Policies and the Assessment of Issues and Opportunities.]</i></p> <ul style="list-style-type: none"> Identify and contact additional groups for small group meetings, including lake associations, civic organizations, and other self-identified groups wishing to provide input June (early): Host a large meeting/summit to report on the findings from the smaller group meetings, This meeting includes all plan stakeholders, including: BWSR, MDH, MDA, MPCA, Met Council, MnDOT, and member cities and those that participated in small group meetings. <u>Prioritize the issues to be addressed through the Plan (see Step 8 below) and wrap-up the kickoff process.</u> We do not anticipate the need for a standalone Citizen Advisory Committee (CAC). However, one may be developed to follow plan development and offer input on various plan aspects. Maintain all planning information on a website including meeting announcements, draft plan documents, scoping 		<p>meeting coordination+ attend L Loomis – coordinate + some attendance L Jester – assist w/ coordination + some meeting attendance A Herbert – Formatting meeting notes for the record</p> <p>Volunteers, L Jester, L Loomis</p> <p>L Loomis, L Jester, A Herbert, Barr: Meeting coordination, set up, attendance, notes</p> <p>N/A</p>	<p>(meeting materials, mailings, refreshments)= \$250 L Jester assistance</p> <p>\$0</p> <p>Barr = \$1,230 A Herbert = \$342 Meeting materials= \$200</p> <p>N/A</p>	<p>Materials= \$168 (67%)</p> <p>Materials = \$95 (48%)</p>	<p>(\$82)see roll up below</p> <p>(\$105) see roll up below</p>

Through August 30, 2013

Plan Steps and Commission Actions		Status	Responsible Party	Estimated Cost	Cost thru 7/31/13	Amt Over (Under) Budget
	documents, etc. This will allow those not able to attend meetings to keep up with the process and allow an open and transparent process.		L Jester and A Herbert	A Herbert = \$570 L Jester assistance		
	STEP 6 TOTALS	Complete		Barr = \$2,100 A Herbert = \$2,451 Writer = \$1,000 Materials = \$450	Barr = \$945 (45%) A Herbert = \$0 (0%) Writer = \$50 (5%) Materials = \$263 (58%)	TOTAL (\$4,743)
7	Self-assessment of past accomplishments <ul style="list-style-type: none"> Develop table for plan of past accomplishments of the Commission for inclusion in the Plan 	Complete	Barr, L Jester, A Herbert	Barr = \$1,970	Barr = \$1,735 (88%)	(\$235)
8	Assess and prioritize issues by Commission <ul style="list-style-type: none"> July: Commission will assess and prioritize issues using input from stakeholders gathered at meetings held in Step 6 and from information obtained in Step 3, including data from survey, small group meetings and large summit. This step includes time to review and summarize the information to be presented at the meeting. 	Complete	Information summary and meeting coordination: L Jester, Barr	Barr = \$2,600 L Jester assistance	Barr = \$1,250 (48%)	(\$1,350)
9	Establish goals, policies, strategies <ul style="list-style-type: none"> The Commission and the TAC have spent some meetings undertaking a self-assessment, some visioning, and some identification of gaps and issues. The next step is to take this "big picture" analysis and to start identifying possible goals and actions for 2014-2023. TAC, 	In Progress	Meeting coordination, drafting possible goals, policies, strategies for review	Barr = \$8,680 L Jester assistance	Barr = \$4,937 (57%)	In Progress

Through August 30, 2013

Plan Steps and Commission Actions		Status	Responsible Party	Estimated Cost	Cost thru 7/31/13	Amt Over (Under) Budget
	Commissioners, review agencies and other stakeholders will be involved in this phase. Revise goals following meetings/feedback.		and discussion: Barr, L Jester, L Loomis, Plan Steering Committee			
10	Finalize goals, policies, strategies with Commission and TAC <ul style="list-style-type: none"> This may involve a large group meeting of all stakeholders including Commissioners, TAC, review agencies, City Managers, and participants of large summit meeting (Step #6) to review and come to consensus on goals, policies and strategies. 		Meeting coordination (if held): L Jester Meeting facilitation (if held): Barr	Barr=\$1,230 L Jester assistance	Barr = \$0 (0%)	
11	Review water quality and water quantity monitoring activities, water quality and quantity monitoring data, hydrologic & hydraulic modeling, and water quality modeling; draft Land and Water Resources Inventory	In Progress	Barr	Barr=\$10,150 L Jester assistance	Barr = \$8,778 (86%)	In Progress
12	Develop water quality and water quantity monitoring plans – reference MN Rules 8410.0100 Implementation Program Subp. 5. Data collection programs		Barr, L Jester, Plan Steering Committee, TAC	Barr=\$2,820 L Jester assistance	Barr = \$180 (6%)	
13	Review Standards and Triggers <ul style="list-style-type: none"> This task should follow the assessment of issues and identification of goals and policies, to strive for consistency with rules and standards across neighboring watersheds and municipalities 		Barr, TAC	Barr=\$2,820 L Jester assistance	Barr = \$0 (0%)	
14	Develop education & outreach plan <ul style="list-style-type: none"> Assess existing water education activities within the watershed to understand the needs (or gaps to fill) for the cities, neighborhood groups, lake associations, schools, and others Education Committee to develop a draft Education and Outreach Plan. The plan will continue to be refined and the final draft will be forwarded to the cities and the citizens' advisory representatives for their review and 		L Jester, Education Committee or other formulation of interested Commissioners and community members	Barr=\$900 L Jester assistance	Barr = \$0 (0%)	

Through August 30, 2013

Plan Steps and Commission Actions		Status	Responsible Party	Estimated Cost	Cost thru 7/31/13	Amt Over (Under) Budget
	input.					
15	Develop implementation plan		Barr	Barr=\$4,450 L Jester assistance	Barr = \$0 (0%)	
16	Establish self-evaluation process		L Jester, Barr	Barr=\$1,940 L Jester assistance	Barr = \$0 (0%)	
17	Complete draft plan – pull together pieces of plan created from previous steps and compile into single document		Barr	Barr=\$6,650	Barr = \$0 (0%)	
18	Approve final draft plan April 17, 2014 <ul style="list-style-type: none"> Commission review of final draft plan; authorize 60-day review period 		L Jester, Barr	\$0 (action at regular Commission meeting)		
19	Submit draft plan for 60-day review <ul style="list-style-type: none"> First formal review of draft Plan; 60 day city and agency review period 		Barr	Barr = \$2,180 (includes \$1,000 expenses)	Barr = \$0 (0%)	
20	Compile comments and prepare draft responses resulting from the 60-day review		L Jester, Barr	Barr=\$6,650 L Jester assistance	Barr = \$0 (0%)	
21	Commission approval of responses to comments received during 60-day review		L Jester, Barr	\$0 (action at regular Commission meeting)		
22	Submit responses to comments to reviewers at least 10 days prior to the public heading (see Step 23)		Barr	Barr=\$520 A Herbert = \$114	Barr = \$0 (0%)	
23	Public hearing October 16, 2014 <ul style="list-style-type: none"> Public hearing on draft Plan – to be held no sooner than 14 days after the 60-day review period and at least 10 days after distribution of the response to comments. 		Barr, L Jester	Barr = \$2,520 L Jester assistance	Barr = \$0 (0%)	
24	Revise Plan per response to comments and commission approval to submit Plan for final review/approval		Barr	Barr = \$3,860	Barr = \$0 (0%)	

Through August 30, 2013

Plan Steps and Commission Actions		Status	Responsible Party	Estimated Cost	Cost thru 7/31/13	Amt Over (Under) Budget
25	Submit Plan for review and BWSR approval by March 27, 2015 • Second/final formal review of Plan & BWSR approval – 3 steps: v. Submit plan for second/final review & BWSR approval; vi. Attend/present at BWSR subcommittee meeting – <u>1 – 2 months after submittal</u> ; vii. BWSR Board approval of plan – <u>within 90 days after submittal</u> ; • The first key date is the plan expiration date, which is 10 years from the date BWSR approved the current BCWMC Plan: <u>August 25, 2014</u> .		Barr	Barr = \$2,520	Barr = \$0 (0%)	
26	Commission adoption of plan after BWSR Board approval April 16, 2015		Barr	Barr = \$2,940 (including \$1,500 expenses)	Barr = \$0 (0%)	

Summary of Costs:		Budget (\$)	Spent (\$)	Spent (%)	Remaining Funds
Barr =		\$67,510	\$17,824	26%	\$49,686
A Herbert =		\$2,565	\$0	0%	\$2,565
Writer =		\$1,000	\$50	5%	\$950
Meeting materials expenses =		\$450	\$263	58%	\$187
Subtotal =		\$71,525	\$18,137	18.4%	\$53,388
Next Generation Planning Costs through 2/01/2013 (Barr) =		\$23,960	\$23,960	100%	\$0
Total =		\$95,485	\$42,097	44%	\$53,388

Notes:

- Total unspent funds from completed tasks 6, 7, and 8 = \$6,328
- Labor and expenses for KLC to attend Steering Committee Meetings, workshops, and the Summit total \$3,133 (not included in table above)
- Administrator time (including meeting attendance through July) (not included in table above) total \$6,484.

The TAC meetings and topics listed below are also shown on the attached proposed schedule.

TAC Meetings & Topics (Including city staff, review agencies, and other stakeholders – e.g., Minneapolis Park & Recreation Board)	
#	Schedule
1	Description
1	<p>July 2013</p> <p>Assess and Prioritize Issues</p> <ul style="list-style-type: none"> Review prioritized issues resulting from the summit meeting (see Plan Step #6) and make recommendations to the Commission.
2	<p>August 2013</p> <p>Review Water Quality & Water Quantity Monitoring and Modeling</p> <ul style="list-style-type: none"> List the types of monitoring data the TMDLs identified as necessary in the long-term to best understand lake water quality, improvement strategies and progress toward water quality goals. The TAC will meet to review water quality monitoring results, the various TMDL Implementation Plans, potential new water quality standards, emerging contaminants, TMDL progress monitoring, and potential requirements relating to regional TMDLs and NPDES permitting, and guidance from the MPCA regarding evaluating progress towards meeting TMDL requirements. TAC to discuss and recommend principles of a ten year monitoring plan. The TAC will meet to review water quantity monitoring results and make recommendations with reference to the ten year monitoring plan. BCWMC Staff prepares a monitoring plan based on TAC recommendations that details the specific purpose of each type of monitoring, the frequency, and cost of such monitoring, which will tie the monitoring to specific next generation plan goals and implementation plan (see item 5 below).
3	<p>September 2013</p> <p>Review Commission Goals</p> <ul style="list-style-type: none"> Review draft goals and policies developed by the Commission (see Plan Step #9) and make recommendations to the Commission. Review shall consider the results of the self-assessment, visioning, and gaps identification processes.
4	<p>October 2013</p> <p>Review Rules & Standards</p> <ul style="list-style-type: none"> Start the discussion on the rules and standards review. <ul style="list-style-type: none"> Size of Projects and Applicability to Redevelopment Projects: <ul style="list-style-type: none"> Linear Projects; Consistency with Other Standards: <ul style="list-style-type: none"> Lake and Stream TMDLs; Draft NPDES Minnesota General Permit; MPCA's Minimal Impact Design Standards (MIDS); Infiltration in Drinking Water Supply Management Areas (DWSMAs);

TAC Meetings & Topics (Including city staff, review agencies, and other stakeholders – e.g., Minneapolis Park & Recreation Board)	
	<ul style="list-style-type: none"> ▪ Soil Management; ▪ Inspection of Infiltration/Filtration Facilities; ▪ Abstraction Requirements; ○ Development of a long-term maintenance plan
5	<p>November 2013, January 2014</p> <p>Implementation Plan</p> <ul style="list-style-type: none"> • Review draft Implementation Plan developed by the Commission (see Plan Step #15). Develop list of CIP and other items to be included in the implementation plan. • Generate a table of recommended specific monitoring actions by year over the next 10 years (see item 2 above). It is expected that the table will be revisited in future years to take into account changing requirements. • Consider creating an additional spreadsheet of monitoring activities done by others to reduce redundancy and to identify the sites where monitoring occurs. • Consider creating a spreadsheet of education and outreach activities done by others to reduce redundancy and identify opportunities for coordination. • Build flexibility into implementation program to allow for future revision.
6	<p>February 2014</p> <p>Education & Outreach Plan</p> <ul style="list-style-type: none"> • Review the draft Education and Outreach Plan (see Plan item 14). The plan will continue to be refined and the final draft will be forwarded to the cities and identified stakeholders for their review and input. • Identified goals, strategies, and priority areas for education and outreach.
7	<p>September 2014</p> <p>Review Comments & Responses</p>
8	<p>November 2014</p> <p>Review Final Plan Revisions</p>



Bassett Creek Watershed Management Commission

Next Generation Plan Steering Committee

DRAFT Meeting Notes

4:30 p.m. ~ Monday August 19, 2013
Golden Valley City Hall

Attendees: Committee Chair Linda Loomis; Commission Chair Ginny Black; Commissioner Michael Welch; Commissioner Alternates Justin Riss and John O'toole; TAC member Jeannine Clancy; Engineer Karen Chandler; Greg Williams, Barr Engineering.

1. Call Meeting to Order
The meeting was called to order by Chair Loomis at 4:40 p.m.
2. Review and Approve Notes from July 29, 2013 Meeting
There were no suggested changes to the notes from the July 29, 2013 meeting. Consensus to accept the notes as presented.
3. Discussion of goals yet to be resolved
 - a. Public ditch goal – No further determination on whether the public ditch goal needs to remain in the Plan. Ms. Chandler will follow up with Hennepin County.
 - b. Existing and new groundwater goal (suggested by Guy Mueller) – There was discussion of the BCWMC's role in regulating groundwater or surface water appropriations; no one felt strongly that the BCWMC should regulate those activities. Mr. O'toole asked if Three Rivers Park District was still pumping groundwater into the swimming area on Medicine Lake. The consensus was that the existing groundwater goal should remain, and that the additional goal suggested by Mr. Mueller be considered in the discussion of policies.
 - c. Flooding goal – Mr. Welch asked whether or not "Reduce flooding along the Bassett Creek Trunk System" was an appropriate goal and if "reduce" is the best word. Ms. Clancy noted that there are still flooding issues in Golden Valley. The consensus was to leave the goal as originally stated. Ms. Clancy noted that the definition of the "trunk system" should be addressed.
4. Discussion of draft policies (by policy number in the meeting materials)
 1. The Steering Committee agreed that the existing level I-IV classification system is moot based on the MPCA water quality standards, and that a new classification system should be applied to waterbodies that the BCWMC wants to manage (labeled "priority waterbodies"). There was not consensus on the criteria to be used to establish priority waterbodies, but suggestions included: public access, recreational use, TMDLs and/or impairments, and whether the water body is in multiple jurisdictions. Mr. Welch
 2. The Steering Committee agreed with this policy (substituting "other" for "non-priority" when describing waterbodies not managed by the BCWMC).
 3. The Steering Committee agreed with this policy.

4. Discussion of policy 4 led to general discussion of the CIP process. Mr. Welch suggested that Table 12-3 in the existing Plan be replaced with a less structured list of potential projects which can easily be moved in and out of the CIP by a well-defined process as conditions change (e.g., funding opportunities, new data). The need for better communication of the CIP with the Commission was needed; the use of cover sheets for CIP projects is beneficial and should continue. Mr. Welch suggested that the Plan update is a good time to reexamine the CIP process and consider whether the BCWMC wishes to become a taxing authority.
5. Date and time set for next meeting (September 16, 2013)

DRAFT



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 7Biii. Approval of 2014 Watershed Management Plan Goals
Date: September 12, 2013
Project: 23270051.34 PLAN 009

7Biii. Approval of Draft 2014 Watershed Management Plan Goals

Recommendations:

1. Approve the three draft goals (highlighted) that were “tabled” during the August Commission meeting, subsequently reviewed by the Plan Steering Committee, and re-recommended as stated (regarding flooding, groundwater and ditches).

Background

The draft goals for the 2014 Watershed Management Plan (Plan) were developed according to the following process:

- July 1, 2013 – the Plan Steering Committee reviewed the current (2004 Plan) goals and notable goals from other watershed management organizations (WMOs). The Plan Steering Committee revised existing goals, created new goals, and eliminated goals no longer applicable. The Plan Steering Committee directed the Commission Engineer to revise those goals not discussed during the meeting.
- July 18, 2013 – the Commission held a workshop, which included Technical Advisory Committee (TAC) members, state review agencies and other stakeholders to discuss and revise the draft goals. The Commission directed the Commission Engineer to perform word-smithing not completed during the workshop.
- July 22, 2013 – the Plan Steering Committee reviewed the draft goals as revised based on discussion from the July 18, 2013 workshop and performed final edits prior to submission for Commission approval.
- August 19, 2013 – The Plan Steering Committee reviewed goals related to public ditches, groundwater management, and flood reduction based on comments received since the July 22 Plan Steering Committee meeting. No changes were made to the goals based on that review.

Draft 2014 Plan Goals

- Manage the surface water resources of the watershed to meet or exceed state standards and BCWMC water quality goals for wetlands, lakes, and streams.
- Improve the quality of stormwater runoff reaching the Mississippi River by reducing nonpoint source pollution.
- Protect and enhance fish and wildlife habitat in the BCWMC.
- Consider aesthetics and recreational opportunities within the watershed when completing BCWMC projects.
- Reduce stormwater runoff volume for the purposes of improving water quality.
- Reduce flooding along the Bassett Creek trunk system.
- Protect human life, property, and surface water systems that could be damaged by flood events.
- Reduce stormwater runoff rates and volumes to minimize flood problems, flood damages, and the future costs of stormwater management systems.
- Provide leadership and assist member cities with coordination of intercommunity stormwater runoff issues.
- Notwithstanding that which occurs from natural processes, minimize erosion and sedimentation to protect the BCWMC's water resources and health, safety and welfare.
- Maintain or improve shoreland integrity and implement stream restoration measures to maintain or enhance ecological functions as well as human health, safety, and welfare.
- Increase the quality and quantity of wetlands in the BCWMC.
- Protect the quantity and quality of groundwater resources.
- Manage public ditches in a manner that recognizes their current use as urban drainage systems.
- Raise awareness of the BCWMC's existence and its role in protecting and improving water quality, minimizing flooding, and preserving the watershed's ecological functions and aesthetics.
- Strengthen public confidence in the BCWMC's expertise and enable meaningful public participation in the planning process and ongoing projects conducted by the BCWMC.
- Raise awareness of the impact that individuals, businesses, and organizations have upon water resources and motivate these audiences to change personal/corporate behavior that has a negative impact on the watershed.
- Minimize the spread and manage the adverse impacts of harmful aquatic invasive species.
- Develop a greater understanding of climate change and its impact on water resources, including stormwater infrastructure capacity and flooding, and develop strategies to appropriately manage future impacts.



Bassett Creek Watershed Management Commission

Budget Committee Meeting Notes and Recommendations

Wednesday September 4, 2013

4:00 – 5:15 p.m.

Brookview Community Center

Attendees: Commission Chair Ginny Black, Commissioner Jim de Lambert, Commissioner Jacob Millner, Administrator Laura Jester, Engineer Karen Chandler (by phone)

The Committee discussed the following items and/or made the following recommendations for the Commission's consideration for the remainder of FY 2013 in response to a projected budget shortfall of \$15,000 - \$20,000.

Watershed Management Plan Budget:

Committee members reviewed the budget status of each task outlined in the Next Generation Watershed Management Plan – Steps and Schedule document as provided by Barr Engineering as of July 31, 2013. Currently, all tasks are under budget and there are savings in several of the completed tasks. The group discussed the possibility of going over budget if the trend continues to have very in depth discussions on potential Watershed policies. The need for extra Plan Steering Committee meetings would also impact the budget.

Committee consensus: 1) Within the budget for the Plan, shifting unspent funds to other tasks within the Plan development is acceptable. 2) Going over budget on the Plan (overall) is not acceptable. There needs to be a way to stay within the budget. The Plan Steering Committee should discuss how the Plan development can stay on budget and make a recommendation to the Commission.

Commission Administrative Budget (Engineer Chandler joined by phone):

Administrator Jester reminded the Committee that currently the Commission is not over budget on any item. However, if the current trend of work continues, some items could go over budget. The group discussed reasons for the trend including more than anticipated TAC meetings. Engineer Chandler noted that meeting attendance is not "pushing the budget," but that getting ready for TAC meetings this year has taken more time than anticipated due to complicated issues at hand. Four of the budgeted six TAC meetings were held before the fiscal year halfway point. Unanticipated review of developments that do not pay review fees such as the SWLRT and MnDOT projects also used funds.

The group discussed various items that were expected to be under budget at the end of the year including work on the website, public communications, municipal plan review, and the CAMP program. Other savings opportunities include holding only one or two more TAC meetings this year, cancelling the December meeting, cancelling meeting refreshments, ending watershed erosion

control inspections, stopping work on the Bassett Creek Park Pond Sediment Survey and cancelling some components of the flood control project inspections.

The group also discussed the ability to use the TMDL Studies line item of \$10,000 to cover expenses in other categories rather than moving those funds to the TMDL Fund. The TMDL Fund was designated to accumulate funds for TMDL studies. Future TMDLs in this watershed are not expected until at least 2020.

Committee Recommendation:

- 1) There should be no use of fund balance (reserves) to cover over budget items. Instead, under budget items can subsidize over budget items (see table below).
- 2) Use the \$10,000 in the TMDL line item to help cover costs of other items (included in table)
- 3) Consider cancelling one Commission meeting (December?)
- 4) Only hold only 1 – 2 more TAC meetings this year

The following are estimates of items and amounts likely to be under budget at the end of the fiscal year:

Budget Line Item	2013 Budget	Projected Amount Under Budget at FY end	Notes
Review Municipal Plans	\$2,000	\$2,000	No plans expected
Website	\$2,500	\$2,000	
Public Communications	\$3,000	\$1,000	
CAMP	\$5,500	\$1,000	
Sub total		\$6,000	
Watershed Inspections (erosion control inspections)	\$7,000	\$2,200	Inspections currently suspended pending budget discussions
TMDL Studies	\$10,000	\$10,000	If <u>do not</u> move to TMDL Study Fund
Sub total		\$12,200	
Flood Control Inspections	\$15,000	\$13,000 (or portion)	Not yet started, could be cancelled for 2013
Sub total		\$13,000	



Projects and Practices Application

Item 7E.
BCWMC 9-19-13

Grant Name - Briarwood-Dawnview Stormwater Pond with Iron-Enhanced Sand Filter
Grant ID - C13-8340
Organization - Bassett Creek WMC

Allocation	2014 - Projects and Practices	Grant Contact	Amy Mikus
Total Grant Amount Requested	\$177,500.00	County(s)	Hennepin
Grant Match Amount	\$59,500	12 Digit HUC(s)	070102060502
Required Match %	25%	Applicant Organization	Bassett Creek WMC
Calculated Match %	34%	Application Submitted Date	
Other Amount			
Grant Abstract	Constructing a new stormwater pond with iron-enhanced filtration for the Briarwood-Dawnview watershed will remove 70% (29,600 lbs) of total suspended solids and 55% (94 lbs) of phosphorus annually from a 184-acre subwatershed that drains to Bassett Creek. Bassett Creek is a major waterbody whose watershed includes the cities of Plymouth, Medicine Lake, Golden Valley, Crystal, and Robbinsdale. The 2004 Bassett Creek Watershed Management Commission (BCWMC) Watershed Management Plan incorporated the recommendations of the 2000 Bassett Creek Main Stem Watershed Management Plan which established water quality improvement goals for Bassett Creek, including reducing sediment and phosphorus loadings, with the goal of maintaining Bassett Creek as a Level III water body suitable for fishing, wildlife observation, and aesthetic appreciation. In 2013 the BCWMC commissioned a feasibility study on the installation of a water quality improvement project for a 184 acre subwatershed of Bassett Creek. The recommendation of the report was to install a stormwater pond with iron-enhanced filtration to improve removal of total phosphorus and suspended solids from stormwater before draining to Bassett Creek. In addition to meeting a stated goal of improving the water quality of stormwater draining to the creek, construction of the pond will have the hydrologic benefit of removing 1 acre-foot of		

Questions & Answers	
Project Description: 1. Describe how this investment of public dollars will benefit public resources.	<p>Bassett Creek is a major water resource for the northwest suburbs of Minneapolis. Its watershed is nearly 40 square miles and it flows through several high-density residential areas, adding visual interest and a natural water feature to these neighborhoods. The creek is also a major water feature in several urban parks, including Theodore Wirth Park in downtown Minneapolis. A new stormwater pond with iron-enhanced filtration would decrease the sediment and phosphorus loading in Bassett Creek and improve the water quality in both Bassett Creek and its receiving waterbody, the Mississippi River.</p>
Relationship to Plan: 2. Identify the specific comprehensive local water management plan reference by plan organization, plan title, section and page number.	<p>The proposed project is in the 2004 BCWMC Watershed Management Plan via a 2013 major plan amendment request. The Briarwood-Dawnview Stormwater Pond is listed on page 2 of the amendment request as Capital Improvement Program (CIP) Project BC-7 for 2014. The major plan amendment adds projects to table 12-3 and text to section 12.6.6. in the 2004 document. BWSR approved this major plan amendment at their August 2013 board meeting. Page 18 of the Bassett Creek Main Stem Watershed Management Plan (2000) describes the need for stormwater treatment in the Lower Drainage District of the main stem of Bassett Creek, where the proposed Briarwood-Dawnview stormwater pond and iron enhanced filter will be located.</p>
Relationship to Plan: 3. Describe how the activities in this application relate to the reference in your comprehensive local water management plan.	<p>This new stormwater pond was included in the major plan amendment request because it meets the stated Watershed Management Plan goal of improving the quality of stormwater runoff to Bassett Creek. It is specifically listed in the CIP projects list to be completed in 2014. Pond construction and enhanced filtration provide cost-effective removal of phosphorus and suspended solids from stormwater which currently drains directly to Bassett Creek without receiving any treatment.</p>
Targeting: 4. Describe the methods and results of inventory and source targeting done to date to identify the most critical pollution sources or risks with in the project area that are responsible for causing impairments or threats to surface and/or groundwater quality. Describe any further prioritization or targeting that would need to take place before project implementation could begin.	<p>The already completed feasibility study for the Briarwood/Dawnview Water Quality Improvement Project evaluated five options and concluded that an iron-enhanced sand filter had the lowest annualized cost per ton for removal of both total suspended solids and total phosphorus. This is a beneficial location for a stormwater pond because the land is currently vacant, it is owned by the City of Golden Valley and can be used for a public resource, and it has well-drained soils that are suitable for pond construction.</p>
Targeting: 5. How does this application fit into an overall watershed protection and/or restoration strategy implemented by your organization and your partners?	<p>The proposed Briarwood-Dawnview stormwater pond is listed as part of the Capital Improvement Program (CIP) for the BCWMC for 2014. CIP projects are chosen based on recommendations from completed TMDLs or feasibility studies for ways to improve water quality. The Commission updates the CIP projects list annually as studies are completed to keep the BCWMC priorities focused and based on the latest available</p>

Questions & Answers	
Measurable Outcomes:	10. Will the overall project have additional secondary benefits, including those that enhance aquatic and terrestrial wildlife, improve native habitats, or protect rare and native species? If so, please specifically describe what will be done.
	The City of Golden Valley will maintain a buffer strip of native vegetation around the new pond. The installation of this relatively new treatment technology will also benefit the community by beginning a pilot program for the use of iron-enhanced sand filtration in the Bassett Creek watershed. The City of Golden Valley will share lessons learned from this project with the BCWMC and its member cities in order to provide an additional treatment option for improving the water quality of stormwater runoff around the watershed.
Project or Practice Readiness:	11. Describe the strength of staff qualifications and other collaborating organizations, including the participation of appropriate local, state, or federal government, to the success of this project.
	The BCWMC has helped facilitate the completion of several CIP projects by reimbursing member cities for the costs of implementing projects in the BCWMC CIP. Per the CIP and approved major plan amendment, the Briarwood-Dawnview project is slated for construction in 2014. The City of Golden Valley has successfully completed several CIP projects in recent years, including two funded in part by CWF grants in 2010 and 2011. For the Briarwood-Dawnview project, the BCWMC will enter into an agreement with the City of Golden Valley to construct and maintain the project, and the BCWMC will reimburse the city accordingly.

Application Budget

Activity Name	Activity Description	Category	State Grant \$ Requested	Activity Lifespan (yrs)
Project Design and Permitting	Final stormwater pond design, completion of permitting activities.	TECHNICAL/ENGINEERING ASSISTANCE	\$19,500.00	
Project Construction	Project construction, construction observation and oversight, project bidding.	STORMWATER PRACTICES	\$156,000.00	
Grant Administration	Grant Administration	ADMINISTRATION /COORDINATION	\$2,000.00	2

Application Image



- 10-Foot Contour
- 2-Foot Contour
- Proposed Pond
- Hennepin County Parcels

Data:
 Pond: WSB Associates
 Contours: MN DNR
 Parcels: MET Council
 Imagery: Microsoft; 2012



PROPOSED POND LOCATION
 Briarwood/Dawnview Water
 Quality Improvement Project
 Bassett Creek Watershed
 Management Commission
 Golden Valley, MN



Item 7Fi.
BCWMC 9-19-13

Bassett Creek Watershed Management Commission

MEMO

TO: BCWMC Commissioners
FROM: Laura Jester, Administrator
DATE: September 10, 2013

RE: Commission action is requested to approve or deny payment to Meadowbrook School for a 2010 Water Quality Education Project

In September 2009, the Bassett Creek Watershed Management Commission executed a contract with Meadowbrook School for a water quality education grant through the Commission's former grant program. The school's project goals included developing an outdoor classroom with edible gardens, native prairie planting area, outdoor classroom seating, and water quality education and protection efforts.

A final report and invoices were submitted to the Commission in January 2010. However, at the February 18, 2010 Commission meeting, the item was deferred due to a recommendation that the grantee communicate that the work described in the grant application was completed. The payment of \$992.08 was never made to the school and has remained on the Commission's financial report as "outstanding" since that time. The contract with the school expired in May 2011.

I recently contacted Meadowbrook School to inquire about the project. Principal Greta Evans-Becker provided the following text and photos via email:

"The project was completed. I have attached a photo of our outdoor classroom benches, our rain barrels with our first four raised bed gardens and another photo of additional raised bed gardens because we liked the first four so much. The prairie plants were purchased and planted but the ones on the playground have not survived. We now have twelve raised bed gardens and an additional garden with milkweed, sunflowers, wildflowers and some vegetables in a courtyard now."



Bassett Creek Watershed Management Commission

7800 Golden Valley Road | Golden Valley, MN 55427 | www.bassettcreekwmo.org | Established 1968

Crystal | Golden Valley | Medicine Lake | Minneapolis | Minnetonka | New Hope | Plymouth | Robbinsdale | St. Louis Park



Bassett Creek Watershed Management Commission (BCWMC)
Water Quality Education Grant -- \$1,000
Meadowbrook Elementary

Final Report

In late July 2009, Meadowbrook Elementary School received a grant award from the Bassett Creek Watershed Management Commission (BCWMC)'s education small-grant program totaling \$1,000. This is the final report describing the use of the grant funds.

Meadowbrook Elementary used the grant funds to support the ongoing development of its Outdoor Classroom project. Started in late 2008, the Outdoor Classroom project has grown to include the development of new raised vegetable garden beds, a new prairie plants area including seating for students, the inclusion of water conservation efforts in the school's fall festival, and a regular column promoting connections between children and nature in the school newsletter.

These efforts have touched the lives of students, staff, families and even our surrounding community. Students were involved in the planting of the vegetable garden in the spring of 2009. Families volunteered to adopt the garden by the week over the summer -- watering, weeding and harvesting. Staff led Kids & Company kids in numerous projects involving the garden including harvesting vegetables for healthy snacks, and even incorporating some of the produce into creative art projects. Staff helped with the ongoing care and maintenance of the garden, and the school's principal made salsa for the back-to-school open house using produce from the garden. Students and parents from Meadowbrook also delivered fresh produce from the vegetable garden to PRISM, the local food shelf. Staff, students, parents and community members are involved with the ongoing development and expansion of Meadowbrook's Outdoor Classroom.

Excitingly, this BCWMC grant has helped the Meadowbrook community leverage over \$1,800 in cash grants from other sources (the school's PTO, and the University of Minnesota's School Ecology Exploration grant program) as well as \$2,000 in new trees through a recent award with TreeTrust. Additionally, numerous hours of in-kind donations have been donated by parents and staff to the development of the outdoor classroom.

The following is an overview of how the BCWMC grant funds were used:

- **Two rain barrels purchased (\$130).** These rain barrels will be used to help water the raised vegetable garden and prairie planting areas. This is the first time Meadowbrook has taken advantage of rain barrels.
- **Raised vegetable garden beds developed and filled with dirt (\$392.08).** Parents designed and built 4 new raised garden beds as a result of this grant. The new beds are located in a highly visible spot right outside the main corridor of the building and will provide new space to expand the garden in 2010.

- **Staff attend a Children and Nature training (\$60).** In October 2009, 2 staff from Meadowbrook attended a Children and Nature symposium at the University of Minnesota's Arboretum.
- **Plants were purchased for the native prairie planting area (\$350).** These plants will be used to develop a new component to the Outdoor Classroom – a prairie planting areas. This area will include seating so that classrooms can have lessons in this area. The prairie planting area is on the school's playground, so will be easily accessed informally by students as well over their recess.

In addition to the cash grant, Meadowbrook is very appreciative of the educational support by BCWNC volunteers. Three BCWMC volunteers participated in the Meadowbrook Fall Festival on October 24, 2009. Information was shared about water conservation and preventing run-off, including a hands-on activity for kids and their parents to try. Meadowbrook families appreciated including this level of involvement and would welcome future opportunities to share information in festivals held at the school.



Bassett Creek Watershed Management Commission

MEMO

Date: September 12, 2013
From: Laura Jester, Administrator
To: BCWMC Commissioners
RE: **Administrator's Report**

Since the August Commission meeting, I continue to spend much of my time coordinating various meetings, activities, and responding to issues including correspondence and coordination for the following:

- Setting meeting dates, assisting with agenda development, and distributing materials for committee meetings: Budget Committee, Education Committee, Dispute Resolution Committee, Administrative Services Committee, Technical Advisory Committee, and Plan Steering Committee
- Attending a meeting with MPCA, DNR, Commission Engineer and Golden Valley staff re: Schaper Pond project pre-permit application, preparing meeting notes
- Attending Budget Committee meeting, preparing meeting notes
- Attending Dispute Resolution Committee meeting, preparing meeting notes, cancelling second meeting
- Attending Education Committee meeting, preparing meeting notes and setting second meeting
- Preparing for 9/19/13 Commission meeting
- Coordinating access to Sweeney Lake for fish surveys
- Gathering background information and speaking with stakeholders (City of Medicine Lake) regarding Medicine Lake Dam issue
- Gathering water quality monitoring program information from various agencies and cities
- Assisting residents with finding grants for residential projects

The following table provides detail on my activities August 1 – 31.

Administration – Correspondence, informational meetings, general administration: Phone and email correspondence with various Commissioners, TAC members, consultants and other partners including: S. Virnig, J. Oliver, K. Chandler, A. Herbert, B. Wozney (BWSR), C. LeFevre, T. Hoshal, Chair Black, D. Asche, developers, state agencies, residents inquiring about grants for residential projects Coordination of pre-permitting meeting with DNR and PCA for Schaper Pond project, setting meeting, distributing agenda and materials; correspondence with G. Wilson (Barr Engineering) re: Wirth Lake delisting possibility; correspondence with G. Black and T. Hoshal re: resignation from Commission; coordination of access to Sweeney Lake for fish surveys including emails, phone calls, picking up gate key; correspondence with Meadowbrook School re: past grant project; development/distribution of Public Hearing notice; correspondence re: Lancaster Lane Project; on-site meeting with E. Eckman, J. Fox, and watershed resident at Sweeney Lake re: lake access; etc.
Administration – Meeting attendance: 8-15-13 Commission Meeting
Administration – Preparing agendas, meeting materials, meeting notes, follow up: Draft meeting notes (TAC memo) from 7-29-13 TAC meeting; develop meeting agendas and materials for

BCWMC meeting, review meeting notes for follow up tasks; plan for multiple committee meetings including Dispute Resolution, Budget, Education, Administrative Services; gather materials for Dispute Resolution Committee meeting
Administration – Document review and development: Review invoices, 2013 budget status, Dispute Resolution materials
Administration - Watershed Management Plan Development: Draft 7-29-13 Plan Steering Committee Meeting minutes Gather water quality monitoring information from various stakeholders

In the coming month, I plan to work on the following items:

- Assist with preparations and follow up tasks for several upcoming committee meetings
- Work to post pertinent Watershed Plan Development materials online
- Continue to gather and post materials for new Commissioners
- Continue gathering information on existing water monitoring projects/programs in the watershed for use in the development of the Watershed Plan
- Begin developing financial policies
- Begin developing a policy or process for transferring and documenting CIP payment information to the Deputy Treasurer and onto Commissioners and TAC members



Bassett Creek Watershed Management Commission

Education Committee Meeting

Monday September 9, 2013

Brookview Community Center

Golden Valley, MN

Attendees: Ted Hoshal, Commissioner Lisa Goddard, Commissioner Hoschka, Alternate Commissioner Dave Tobelmann, Dan Johnson, Administrator Jester

The purpose of this meeting was to discuss and brainstorm ideas for the development of a Bassett Creek Watershed Map. Ted Hoshal opened the meeting with a brief overview of the Education Committee 5-year plan and noted the 2013 and 2014 Commission budgets include funding for the design and printing of a map.

The group reviewed a variety of other maps provided by Hoshal including maps of other watersheds, recreational maps, and others. The group discussed various aspects of the map development project and made the following suggestions:

- The purpose of the map is to provide education and help engage residents in their watershed.
- Key audiences include residents, teachers, policy makers.
- The map should include a few specific messages surrounding water which could include: what is a watershed, how they can help improve water quality, we are all connected by water, the difference between stormsewers and sanitary sewers. The map message(s) should reflect Commission goals and include a call to action.
- Photography should be used to highlight areas or illustrate practices (rather than drawings).
- Significant parks along water and other access points to water should be included.
- A resident should be able to tell where they live by looking at the map.
- Common language or marketing themes should be used (such as those used by Metro WaterShed Partners or language used by cities in their communications with residents).
- Can include monitoring locations and information on where to find data.
- The map should cover one side of the paper with information/education on the other side.
- The map should be printed in color.
- Should consider using recycled papers and soy based ink.
- Map could include a history component like the "Bassett Creek History Trail."
- Map shouldn't be too busy – additional data can be available online.
- Barr Engineering has agreed to help gather GIS data layers.
- Map size should consider mailing, brochure racks, printer settings
- Maps could be distributed through schools – perhaps to grades studying water.