



## Bassett Creek Watershed Management Commission

### A g e n d a

11:30 a.m., Thursday, October 21, 2010

Golden Valley City Hall – 7800 Golden Valley Road, Golden Valley 55427

1. CALL TO ORDER
2. APPROVAL OF AGENDA AND CONSENT AGENDA - Items marked with an asterisk (\*) will be acted on by consent with one motion unless a commissioner requests the item be removed from the consent agenda.
3. CITIZEN INPUT ON NON-AGENDA ITEMS
4. ADMINISTRATION
  - A. Presentation of September 23, 2010, Meeting Minutes \*
  - B. Presentation of Financial Statements \*
  - C. Presentation of Invoices for Payment Approval
    - i. Kennedy & Graven – Legal Services thru , 2010
    - ii. Barr Engineering – Engineering Services thru , 2010
    - iii. Watershed Consulting, LLC– Geoff Nash Administrator Services thru September 30, 2010
    - iv. Amy Herbert – September Administrative Services
    - v. Finance and Commerce – Public Hearing Notice Publication
    - vi. Lakeshore Weekly News – Public Hearing Notice Publication
    - vii. Sun Newspapers – Public Hearing Notice Publication
5. NEW BUSINESS
  - A. City of Plymouth Reimbursement Request for Parkers Lake Improvements/ 2006 Water Quality Project
6. OLD BUSINESS
  - A. TMDL Updates:
    - i. Sweeney Lake TMDL (*verbal update*)
  - B. Education Committee (*see 10/8/10 meeting minutes and 10/12/10 WMWA meeting minutes*)
7. COMMUNICATIONS
  - A. Chair
  - B. Administrator (*see Administrator's report*)
  - C. Commissioners
  - D. Committees
  - E. Counsel
  - F. Engineer
8. INFORMATION ONLY
  - A. Erosion Control Inspections (*see memo*)
9. ADJOURNMENT

# Bassett Creek Watershed Management Commission

## Minutes of the Meeting of September 23, 2010

### 1. Call to Order

The Bassett Creek Watershed Management Commission (BCWMC) was called to order at 11:35 a.m., Thursday, September 23, 2010, at Golden Valley City Hall by Chair Loomis. Ms. Herbert conducted roll call.

#### Roll Call

<i>Crystal</i>	Commissioner Pauline Langsdorf, Secretary	<i>Administrator</i>	Geoff Nash
<i>Golden Valley</i>	Commissioner Linda Loomis, Chair	<i>Counsel</i>	Charlie LeFevere
<i>Medicine Lake</i>	Commissioner Ted Hoshal	<i>Engineer</i>	Karen Chandler
<i>Minneapolis</i>	Commissioner Michael Welch	<i>Recorder</i>	Amy Herbert
<i>Minnetonka</i>	Commissioner Bonnie Harper-Lore		
<i>New Hope</i>	Commissioner John Elder		
<i>Plymouth</i>	Commissioner Ginny Black, Vice Chair		
<i>Robbinsdale</i>	<i>Not represented</i>		
<i>St. Louis Park</i>	Commissioner Jim deLambert		

#### Also present:

Laura Adler, BCWMC Technical Advisory Committee, City of St. Louis Park  
 Derek Asche, BCWMC Technical Advisory Committee, City of Plymouth  
 Pat Byrne, BCWMC Technical Advisory Committee, City of Minneapolis  
 Jeannine Clancy, BCWMC Technical Advisory Committee, City of Golden Valley  
 Jack Frost, Metropolitan Council Environmental Services  
 Dave Hanson, Alternate Commissioner, City of Golden Valley  
 Guy Johnson, BCWMC Technical Advisory Committee, City of New Hope  
 Tom Mathisen, BCWMC Technical Advisory Committee, City of Crystal  
 Richard McCoy, BCWMC Technical Advisory Committee, City of Robbinsdale  
 Jeff Oliver, BCWMC Technical Advisory Committee, City of Golden Valley  
 Jason Quisberg, City of New Hope  
 Al Sarvi, Alternate Commissioner, City of New Hope  
 Stu Stockhaus, Alternate Commissioner, City of Crystal  
 Liz Stout, BCWMC Technical Advisory Committee, City of Minnetonka  
 Liz Thornton, Alternate Commissioner, City of Plymouth  
 Jeff Weiss, Barr Engineering Company

### 2. Approval of Agenda and Consent Agenda

Commissioner Black moved to approve the Agenda. Commissioner Elder seconded the motion. The motion carried unanimously with eight votes in favor. Commissioner Black moved to approve the Consent Agenda. Commissioner deLambert seconded the motion. The motion carried unanimously with eight votes in favor.

### 3. Citizen Input on Non-Agenda Items

No citizen input on non-agenda items.

## 4. Administration

- A. Presentation of the August 19, 2010, BCWMC meeting minutes. Approved under the Consent Agenda.
- B. Presentation of the Financial Statement. Approved under the Consent Agenda.

The general and construction account balances as reported in the September 2010 Financial Report:

Checking Account Balance	534,546.01
<i>TOTAL GENERAL FUND BALANCE</i>	<i>534,546.01</i>
Construction Account Cash Balance	2,244,591.24
Investment due 10/18/2010	533,957.50
Investment due 5/13/2015	508,918.39
<i>TOTAL CONSTRUCTION ACCOUNT BALANCE</i>	<i>3,287,467.13</i>
<i>-Less: Reserved for CIP projects</i>	<i>2,494,493.23</i>
<i>Construction cash/ investments available for projects</i>	<i>792,973.90</i>

- C. Presentation of Invoices for Payment Approval.

Invoices:

- i. Kennedy & Graven – Legal Services through July 31, 2010 - invoice for the amount of \$1,169.65.
- ii. Barr Engineering Company – Engineering Services through August 27, 2010 - invoice for the amount of \$39,866.15.
- iii. Watershed Consulting, LLC – Administrator Services through August 31, 2010 – invoice for the amount of \$3,000.00.
- iv. Amy Herbert – August Administrative Services - invoice for the amount of \$2,288.38.
- v. D'amico Catering – September 2010 meeting catering – invoice for the amount of \$378.25.
- vi. Southdale MiniPrint – BCWMC Letterhead – invoice for the amount of \$233.97.

Commissioner Welch moved to approve payment of the invoices. Commissioner Elder seconded the motion. By call of roll, the motion carried unanimously with eight votes in favor [City of Robbinsdale absent from vote].

## 5. Public Hearing

Chair Loomis explained that today's public hearing was being held in order to receive public testimony and comments of member cities regarding proposed Capital Improvement Plan (CIP) projects in the approved major plan amendment to the BCWMC's *Watershed Management Plan*. The projects in the plan amendment include:

- Restore the Main Stem of Bassett Creek in the City of Golden Valley from Wisconsin Avenue to Rhode Island Avenue and from Duluth Street to the Golden Valley – Crystal boundary.

- Restore the channel of the North Branch of Bassett Creek in the City of Crystal from 200 feet upstream of Douglas Drive to 32<sup>nd</sup> Avenue North.

Chair Loomis introduced Mr. Jeff Weiss of Barr Engineering to present information regarding the updated information in the second draft of the feasibility reports for the projects. Mr. Weiss presented a PowerPoint presentation detailing the differences between the first version of the reports presented at the August BCWMC meeting and the second version distributed as part of the BCWMC's September meeting packet. He described updated figures, slightly decreased cost estimates for both projects, and additional project details as requested by the Commission at its August meeting.

Commissioner Welch asked Mr. Weiss which tier of the MPCA's three-tier classification of contaminated soil was assigned to the contaminated soil as a means of estimating the cost estimate of disposal. Mr. Weiss explained that he did not use an MPCA classification tier to assign a cost to the disposal estimate and instead he used historical information from the City of Golden Valley regarding levels of contamination and the cost of the disposal of soils from other City projects.

Commissioner Welch commented that the reports don't address the need for a maintenance easement. He asked if the assumption in the reports is that the maintenance will be done by the private property owner. Mr. Weiss explained that maintenance of restoration projects can be divided into two types:

1. Maintenance that should fall under a warranty period regarding the plantings by the contractor; and,
2. Routine maintenance such as surveying for or removing invasive plants that move into the area.

Commissioner Welch asked Mr. Weiss about what type of warranty period he would recommend. Mr. Weiss responded that a two-year warranty is sufficient. Mr. Weiss recommended that the contract for the maintenance under the warranty period be handled as a separate contract from the contract for the installation. Commissioner Welch commented that the warranty would get the original installer back onsite for continuity. He said that the cost isn't such a large cost that it significantly changes the cost estimate for the projects but he believes that the Commission should include this information and cost in future project cost estimates. Commissioner Black asked if the projects in front of the Commission include or do not include the warranty. Mr. Weiss explained that he thinks it could be included and that the reports request it be part of the project bids. Chair Loomis said she thinks the cities typically do include a warranty period as part of the bid request process but the Commission could request the warranty be part of the cities' bid process as a way of the Commission handling it as a more formal Commission policy. Mr. Mathisen commented that he would suspect that a two-year warranty is already built into the project costs presented.

Commissioner Welch remarked that he would like the Commission to discuss at a future meeting its role in the design of projects and the relationship between the implementing agency and the Commission. Commissioner Welch commented that his preference is that restoration projects use bioengineering whenever possible.

Commissioner Hoshal expressed his disappointment in the lack of public participation in this hearing and the August public hearing. Commissioner Elder suggested that the Commission could communicate with the cities in which the projects are being implemented to make sure the Commission's hearing notices are posted on the cities' Web sites. Commissioner Black remarked that the Administrator has been hired and one of the Administrator's tasks will be to document the BCWMC's processes and after the documentation process, the Commission can review and discuss the processes to determine if changes should be made.

Commissioner Hoshal asked if any agencies mandate the Commission to conduct an environmental assessment or any type of inventory, such as a biota survey, prior to conducting projects like the ones being discussed today. Mr. Weiss replied that an assessment of endangered species was conducted as part

of the Commission's Resource Management Plan but there were no mandated assessments. Commissioner Hoshal commented about his recent canoe outing along Bassett Creek. He added that monitoring is paramount to projects and monitoring before and after projects is the way to discover the effectiveness of projects.

Commissioner Welch remarked that the Commission should discuss in the future the idea of whether or not it wants to conduct a voluntary Environmental Assessment Worksheet (EAW) on future projects. Chair Loomis commented that the EAWs are the responsibility of the Local Governmental Units (LGUs) and that the Commission could recommend that cities undertake an EAW if the Commission wants to be more stringent than the state but she doesn't see that the Commission could enforce such a request of the cities. Commissioner Harper-Lore said that it would be nice for the Commission to document all of the species by taking steps beyond just the required assessments and before projects move forward so that the Commission can get a big picture view. Mr. Oliver stated that the Commission's Resource Management Plan addressed some of the issues addressed in an EAW. He commented that EAWs are expensive and drive project costs up significantly. He explained that the cost for basic, voluntary EAWs start at \$25,000 and their costs can go up to as much as \$150,000.

Commissioner Welch remarked that he has been increasingly uncomfortable with how early in the process the Commission lets go of the wheel on their projects and would like the Commission to consider its approach. He commented that the Commission should discuss a policy about property rights involved in projects. Commissioner Welch added that the Commission should also discuss a policy about project design and the involvement of the Commission with the cities in projects' design phase to ensure that the Commission's goals are being met, which is the Commission's responsibility.

Commissioner Elder suggested that the Commission evaluate the processes of other watersheds in terms of at what point they forward their projects on to cities. Mr. LeFevere remarked that there is another step in the process of the two projects being discussed today. He explained that the Commission will need to review and approve a contract with each of the cities undertaking the implementation of the projects. Mr. LeFevere said that part of the contract includes the requirement that the projects' design and specs be reviewed by the Commission. He said that the Commission Engineer reviews the design and specs to ensure that it conforms to the Commission's *Watershed Management Plan* and that the Commission could direct its Engineer to review the design and specs with additional concerns in mind that the Commission has communicated to the Engineer. Mr. LeFevere added that if the Commission wants a bigger role in the specifics of the design, the Commission could require the design and specs to come in front of the Commission.

Chair Loomis opened the public hearing and called for comments. There were no comments. Chair Loomis closed the public hearing. Chair Loomis added that handed out before the meeting was a copy of the order by the Minnesota Board of Soil and Water Resources approving the BCWMC's major plan amendment.

## 6. New Business

- A. Commissioner Welch moved to adopt Resolution 10-07 approving the *Watershed Plan* Amendment. Commissioner Black seconded the motion. The motion carried with eight votes in favor [City of Robbinsdale absent from the vote]. Commissioner Black moved to adopt Resolution 10-08 ordering the following projects:
  - a. Restoration of the Main Stem of Bassett Creek from Wisconsin Avenue to Rhode Island Avenue in the City of Golden Valley and from Duluth Street in Golden Valley to the City of Crystal boundary.
  - b. Restoration of the channel of the North Branch of Bassett Creek from 200 feet upstream of Douglas Drive to 32<sup>nd</sup> Avenue North in the City of Crystal.

Commissioner Welch seconded the motion. By call of roll, the motion carried with eight votes in favor [City of Robbinsdale absent from the vote]. There was discussion of the City of Golden Valley's annual creek inspection and several commissioners expressed interest in participating. Commissioner Welch requested that Ms. Clancy send an e-mail to the Commission with the details once the City works out its schedule. Ms. Chandler stated that the Commission's next step with the two projects it just ordered is to proceed through the permitting process. She explained that the Commission needs to forward the final feasibility reports to the Army Corps of Engineers and to fill out the combined form and send it to the Department of Natural Resources, BWSR, MPCA and the Local Governmental Units as part of BCWMC's Resource Management Plan process. Commissioner Welch moved to direct staff to forward the feasibility reports to the necessary parties. Commissioner Black seconded the motion. The motion carried with eight votes in favor [City of Robbinsdale absent from vote].

- B. Certification of Levy to Hennepin County. Mr. LeFevere reminded the Commission that it approved the levy amount and the levy certification by adopting Resolution 10-08 and the Commission just needed to direct staff to send the certification to the County. Chair Loomis directed Ms. Herbert to send the certification and levy request to the County. Chair Loomis commented that Administrator Nash and the Commission Engineer met to discuss how the annual levy request is set each year and that it seems appropriate for the Administrator to assume responsibility to create the memo to the Commission outlining the annual levy request. The Commission agreed.
- C. City of Plymouth Reimbursement Request for West Medicine Lake Park Pond. Chair Loomis said that the BCWMC received this request from the City of Plymouth and that she directed staff to forward the request to the Commission Engineer for its review of the request and its supporting documents. Ms. Chandler stated that the request received by the Commission had a slight typographical error in it and the requested amount of \$199,081.71 has been corrected and resubmitted by the City in the amount of \$199,082.41. She said that the Commission Engineer reviewed the supporting documents submitted by the City of Plymouth and found that everything was in order. Ms. Chandler stated that the Commission Engineer recommends reimbursement to the City in the requested amount of \$199,082.41 and that the Commission notifies Deputy Treasurer Sue Virnig of the change for the Commission's financial records. Commissioner Black moved approval of payment of the reimbursement request in the amount of \$199,082.41. Commissioner Elder seconded the motion. By call of roll, the motion carried with eight votes in favor [City of Robbinsdale absent from vote]. Commissioner Welch asked if the Commission and staff could refer to the projects by using the same name that the cities use in order to minimize confusion. Chair Loomis directed staff to use the same project names as the cities in communications to the Commission about projects.

Commissioner Welch asked if the Commission would want to make more specific direction to staff regarding the policy issues talked about earlier in the meeting. He said he thought it would make sense for the Administrator to manage the work on the policy issues and perhaps the Administrator could bring the issues to the Administrative Committee. Chair Loomis stated that she and Administrator Nash could put together a proposal to bring back to the Commission with a timeline on how to address the issues. Commissioner Welch recommended that the Administrative Services Committee see and discuss the proposal first. Chair Loomis agreed that the proposal would go to the Administrative Services Committee and would be headed up by the Administrator.

## 7. Old Business

- D. Commissioners' Roles in BCWMC Watershed Management Plan Revision. Chair Loomis requested that this Old Business item be addressed first since Commissioner Welch would be

leading the discussion and would also need to leave the meeting promptly at 2:00 p.m. Commissioner Welch explained that the Watershed Management Plan is really at the heart of what the Commission is meant to do. He said it is a goal- and policy-setting document. He said that the goal in revising the Plan is to make sure that the commissioners come away with a primary understanding of the goals and policies of the Commission because they help set the framework for all of the decisions the Commission makes. He said that the Commission is required to update its Plan every ten years and the next update is due by 2014. Commissioner Welch stated that the current version of the Plan was adopted in 2004 and the make up of the BCWMC's Board was very different during that revision process. He said that the roles in the process of updating the Plan are not directed by statute and that the Commission can structure the process how it wants. Commissioner Welch stated that in his mind one of the most important things in the process is that the commissioners understand the Plan. He reminded the Commission that it has started the process in that it has directed the TAC to start discussing Plan issues to start putting a framework around them. He thinks that there will be a time when the Commission will want to make a decision about what the process is and how it will be structured. Commissioner Welch said he would like to hear today about what the commissioners would need in order to make decisions on the process and structure and to put together a process flowchart for the 2014 Plan.

Commissioner Black commented that during the last revision there was a lot of unrest from the residents of Plymouth regarding their requests to have Medicine Lake cleaned up and she doesn't think there will be such a vociferous citizen push during this revision. She asked to hear from the commissioners on how they would like the public to get involved in the process. Commissioner Black said her thought is that the commissioners' comments on the process and structure would be gathered and taken up by the Administrative Services Committee, which would then develop a proposal for a process to bring back to the Commission.

Mr. LeFevere added that during the last process the Steering Committee identified issues that needed to be addressed and assigned priorities to the issues and assigned the issues to groups and worked from there. Commissioner Welch stated that his expectation is that the Commission Engineer would again during this revision do a lot of the so-called heavy lifting.

Mr. Mathisen stated that the last revision process was time consuming in number of hours and in calendar years. He said that the Shingle Creek Watershed Commission set a budget of \$100,000 for each of 2011 and 2012 operating budgets for its Plan update. He recommended that the Commission figure out what it wants to address in its Plan but that the Commission also set a budget and then make sure that both ends match.

Ms. Black said that the Commission has an Administrator to head up the project and do a lot of the writing of the Plan. She said the Commission will bring in the technical staff but that the TAC is an even more important technical component than the Engineer because of the CIP and the TMDL implementation projects and the MS4 permits. She said that the last version was a very thorough process and she hopes that a lot of that Plan can be used or reasonably updated. Commissioner Black remarked that she doesn't want to see the Commission spending more than \$100,000 and that a share of that is the cost of the Administrator to coordinate the project.

Mr. LeFevere stated that Rule 8410 hasn't changed but it is undergoing an evaluation process and may change at some point. He suggested that the Commission identify what parts of the Plan are worth re-evaluating, which will help the Commission formulate a structure.

Chair Loomis commented that the Commission needs to make a decision on how to proceed. Commissioner Black said the Commission could use the existing Administrative Services Committee or could establish a separate Next Generation Plan Committee. Commissioner Welch recommended establishing a fresh committee and set an initial meeting that would also include the Commission Engineer, Administrator Nash, and Mr. LeFevere. Commissioner Welch asked if the

Commission was interested in establishing a Committee of the Whole. Commissioner Black commented that she doesn't want to exclude the TAC from the process but that she didn't think it would need to be involved at this level. Chair Loomis directed Administrator Nash to organize a Committee of the Whole, including the commissioners and alternate commissioners, and to set up the initial meeting and directed the Commission Engineer to draft an outline of the public process from the 2004 Plan.

**A. TAC Recommendations.**

- i. **Standardization of BCWMC and member cities data collection.** Administrator Nash reported that Greg Wilson of Barr Engineering gave a great presentation on data collection practices. Administrator Nash said that the TAC discussed a concern about the MPCA's use of CAMP data. He said that Mr. Wilson explained that the MPCA does not rely solely on CAMP data for impairment listing purposes. Administrator Nash said there were no TAC recommendations on this issue and that the TAC will have a future discussion on standardization of stormwater modeling software such as between Barr Engineering and the member cities.
- ii. **Sweeney Lake Outlet.** Administrator Nash reported that the TAC recommends that the structure replacement be considered a CIP project. He said that Commission Engineer Len Kremer would check with the Department of Natural Resources (DNR) to see if the project would be eligible for the Dam Safety Project. Administrator Nash said that the issue will be raised again at the January CIP review. Commissioner Black asked if the DNR has money for the project. Ms. Chandler said that a request would need to be submitted. Commissioner Welch asked the City of Golden Valley what policy drives the Commission's involvement in the project. Mr. Oliver said the construction of the flood control structure is the responsibility of the Commission and is key to minimizing the risk of flooding downstream in Minneapolis, which would be a risk if the control structure fails in its entirety. Commissioner Welch wondered if this project fits under the Commission's flood control emergency maintenance budget. Mr. Oliver remarked that the City is planning to do short-term repairs later this fall when the water is easier to control but the short-term repairs are only meant to be short-term repairs, not the long-term solution. He said the appropriate thing to do to minimize risk is to replace the structure. He said it is not urgent and doesn't represent a short-term risk but represents a mid-term risk.
- iii. **Next Generation Plan Issues Update.** Administrator Nash reported that he sent the TAC the first of several memos on issues to be raised during the Plan revision such as education issues and public involvement. He said he will send out a reminder for the TAC to return their comments since he has received only two so far. Commissioner Welch asked Administrator Nash to copy the Commission on the e-mails he sends to the TAC regarding the issues so that the Commission is informed on what issues the TAC are discussing. Administrator Nash said he will send the Commission the materials in an information-only e-mail.
- iv. **New Hope Noise Wall and Culvert Replacement/ Pond Project.** Administrator Nash reported that the TAC requested that New Hope submit a formal request to the Commission to add the project to its CIP and for the City to work with the City of Plymouth for possible collaboration on one of its pond projects in the Four Seasons Mall area.
- v. **Administrator Nash reported that the TAC would like to discuss at a future meeting ways to revise the Commission's financial report to make the information more useable to the cities.**



- vi. Chair Loomis asked if the next TAC meeting will be held in October or in November. It was decided that the TAC would meeting in November and then again in January.

**B. TMDL Updates.**

- i. Sweeney Lake TMDL. Administrator Nash reported that Ms. Brooke Asleson of the MPCA asked her supervisor for their comments on the Sweeney Lake TMDL. He reported that the comments included a request for more information on a monitoring plan, and a budget for the implementation strategy. Administrator Nash stated that Ron Leaf of SEH is going to provide that information to the MPCA by tomorrow or next week and then the TMDL will be sent to the Environmental Protection Agency. Administrator Nash explained that the turn-around time by the EPA will be two to three months. He announced that the technical stakeholder meeting will be September 30<sup>th</sup> at 1:00 p.m. in the City of Golden Valley's Council Chambers.
- ii. Medicine Lake TMDL. Administrator Nash reported that the TMDL will be ready for public notice in October.
- iii. Wirth Lake TMDL. Administrator Nash reported that the public comment period on the TMDL ended September 1<sup>st</sup>. He said that Greg Wilson of Barr Engineering sent the final TMDL, which addressed Mn/DOT comments, to the MPCA and that Ms. Asleson said that the TMDL would go to the EPA at the end of this month.

- C. Ownership of the BCWMC's Web Site.** Ms. Chandler said currently Barr Engineering owns the domain name and the renewal date came up and Barr renewed it. She said the ownership of the domain name can be transferred with a processing fee or the Commission could wait until next year's expiration and take over the ownership at that time. Commissioner Black said if it costs the same to do it now, then the Commission should go ahead and do it but if it would be more expensive, then the Commission could wait until the next renewal date. Commissioner Harper-Lore asked why the Commission wants to own it. Commissioner Black said because it is public information owned by a private company. Chair Loomis directed the Commission Engineer to verify the costs of transferring it now compared to at the next renewal date.

- E. Working Paper on Possible Alternate Funding Methods for BCWMC's CIP.** Chair Loomis said that Administrator Nash had contact with the County who asked that the Commission not take the issue out to the cities until after the County had discussed it. Administrator Nash brought up information from Joel Settles of Hennepin County that the County Board asked its staff to assemble a lake water quality report discussing if there is a relationship between funding levels and water quality. Administrator Nash explained that Mr. Settles' research found no correlation between the amount of money spent on water quality projects and the achievement of water quality goals. Administrator Nash said he would provide that report to the Commission as he receives it.

- F. Education and Public Outreach Committee.** Ms. Langsdorf mentioned that the Committee's report was included in the meeting packet. She reported that at its last meeting the Committee worked on the education and outreach plan and then talked about the history project. She reminded the Commission that there is a meeting of the history committee following today's Commission meeting. Ms. Langsdorf announced that the next Education and Public Outreach Committee meeting will be on October 8<sup>th</sup> at 9:00 a.m. at Plymouth City Hall. She updated the Commission on the most recent WMWA meeting and announced that the next WMWA meeting would be held on October 12<sup>th</sup> at Plymouth City Hall. Ms. Langsdorf mentioned that Nine Mile Creek Watershed District has given permission for use of their salt brochure. Ms. Langsdorf asked

for ideas from the Commission on any changes to the brochure for cities' use. She announced that there will be a salt workshop on November 3<sup>rd</sup> in the City of Plymouth.

## 7. Communications

**A. Chair:**

- i. Chair Loomis asked Administrator Nash to run down a list of upcoming seminars.

**B. Administrator:** Administrator Nash reviewed his Administrator's Report with the Commission.

**C. Commissioners:**

- i. Commissioner Hoshal commented that County Commissioner Stenglein's campaign flyer noted the Bassett Creek restoration projects in Golden Valley and Plymouth.

**D. Committees:** No communications

**E. Counsel:** No communications

**F. Engineer:**

- i. Ms. Chandler reported that the Commission Engineer submitted the three grant applications for Bassett Creek restoration, North Branch restoration, and the Wirth Lake outlet modification. She said the grant applications requested a total of \$499,000 in Clean Water grant funds and the decision date is mid-December.
- ii. Ms. Chandler reported that the Minneapolis Park and Recreation Board's consultant has been in contact with the Commission Engineer regarding their proposed Wirth Park project.
- iii. Ms. Chandler announced that the Bassett Creek Watershed isn't a targeted area for the MPCA's Surface Water Assessment Grant opportunity.
- iv. Ms. Chandler reported that the Minnesota Environmental Quality Board came out with a draft plan and it is available online for public comment until October 1st.

## 9. Adjournment

Chair Loomis adjourned the meeting at 2:25 p.m.

\_\_\_\_\_  
Linda Loomis, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Amy Herbert, Recorder

\_\_\_\_\_  
Date

\_\_\_\_\_  
Pauline Langsdorf, Secretary

\_\_\_\_\_  
Date

## Bassett Creek Watershed Management Commission General Account

## General Fund (Administration) Financial Report

Fiscal Year: February 1, 2010 through January 31, 2011

MEETING DATE: October 21, 2010

4B.

<b>BEGINNING BALANCE</b>	<b>14-Sep-10</b>	<b>534,546.01</b>
<b>ADD:</b>		
<b>General Fund Revenue:</b>		
Interest	21.79	
Permits:		
City of Plymouth	PC Park-Hockey Rink	1,000.00
Reimbursed Construction Costs		67,912.10
	<b>Total Revenue and Transfers In</b>	<b>68,933.89</b>
<b>DEDUCT:</b>		
<b>Checks:</b>		
2280 Barr Engineering	Sept Engineering	36,084.17
2281 Amy Herbert	Sept Secretarial	2,560.31
2282 Kenney & Graven	Aug Legal	2,373.40
2283 Watershed Consulting, LLC	September Administrator	3,000.00
2284 City of Plymouth	Parkers Lake	52,486.60
2285 Finance & Commerce	Legal Notice	144.82
2286 Lakeshore Communications, LL	Legal Notice	134.20
2287 Sun Newspapers	Legal Notice	343.20
	<b>Total Checks</b>	<b>97,126.70</b>
Outstanding from previous month:		
2277 Southdale Mini Print	Letterhead	233.97
<b>ENDING BALANCE</b>	<b>13-Oct-10</b>	<b>506,353.20</b>

	2010/2011 BUDGET	CURRENT MONTH	YTD 2010/2011	BALANCE
<b><u>OTHER GENERAL FUND REVENUE</u></b>				
ASSESSMENTS	414,150	0.00	414,150.00	0.00
PERMIT REVENUE	55,000	1,000.00	20,000.00	35,000.00
REVENUE TOTAL	469,150	1,000.00	434,150.00	35,000.00
<b><u>EXPENDITURES</u></b>				
<b>ENGINEERING</b>				
ADMINISTRATION	110,000	12,089.28	81,334.13	28,665.87
PLAT REVIEW	60,000	1,636.50	37,494.00	22,506.00
COMMISSION MEETINGS	13,000	1,352.00	8,922.00	4,078.00
SURVEYS & STUDIES	20,000	3,206.00	20,329.00	(329.00)
WATER QUALITY/MONITORING	20,000	217.00	8,662.25	11,337.75
WATER QUANTITY	11,000	1,007.00	6,183.00	4,817.00
WATERSHED INSPECTIONS	8,000	1,004.00	6,112.00	1,888.00
ANNUAL FLOOD CONTROL INSPECTIONS	10,000	0.00	5,713.50	4,286.50
REVIEW MUNICIPAL PLANS	4,000	0.00	7,787.00	(3,787.00)
ENGINEERING TOTAL	256,000	20,511.78	182,536.88	73,463.12
ADMINISTRATOR	15,000	3,000.00	16,637.17	(1,637.17)
LEGAL COSTS	18,500	2,373.40	12,614.26	5,885.74
AUDIT, INSURANCE & BONDING	15,000	0.00	13,407.00	1,593.00
FINANCIAL MANAGEMENT	3,000	0.00	53.55	2,946.45
MEETING EXPENSES	5,000	0.00	2,846.33	2,153.67
SECRETARIAL SERVICES	45,000	2,688.20	27,276.93	17,723.07
PUBLICATIONS/ANNUAL REPORT	4,000	0.00	5,168.50	(1,168.50)
WEBSITE	4,500	19.00	275.50	4,224.50
PUBLIC COMMUNICATIONS	3,000	622.22	622.22	2,377.78
WOMP	10,000	0.00	4,046.50	5,953.50
DEMONSTRATION/EDUCATION GRANTS	5,000	0.00	180.00	4,820.00
EDUCATION AND PUBLIC OUTREACH	4,000	0.00	-605.06	4,605.06
WATERSHED EDUCATION PARTNERSHIPS	15,000	0.00	9,000.00	6,000.00
EROSION/SEDIMENT (CHANNEL MAINT)	25,000	0.00	0.00	25,000.00
LONG TERM MAINTENANCE (moved to CF)	25,000	0.00	0.00	25,000.00
TMDL STUDIES (moved to CF)	10,000	0.00	0.00	10,000.00
GRAND TOTAL	463,000	29,214.60	274,059.78	188,940.22

BCWMC Construction Account  
Fiscal Year: February 1, 2010 through January 31, 2011  
October 2010 Financial Report

Beginning Balance	14-Sep-10	\$2,244,590.54
ADD:		
Interest	91.49	91.49
DEDUCT:		
Construction Costs	67,912.10	67,912.10
Ending Balance:	13-Oct-10	<u>\$2,176,769.93</u>

**Investments**

Federal Home Loan Mtg Corp - Purchased 7/22/09 - Due 10/18/2010 - 0.55% (Current mkt value \$501,092.00)	\$533,957.50
Federal Home Loan Mtg Corp - Purchased 8/12/10 - Due 5/13/2015 - 0.45% (Current mkt value \$504,065.00)	508,918.39
<b>Total Investments</b>	<b>1,042,875.89</b>
Construction Account - Cash Balance (detailed above)	2,176,769.93

<b>Total: Construction Fund Cash/Investments</b>	<b>3,219,645.82</b>
Less: Reserved for CIP Projects	2,426,580.43
<b>Construction Cash/Investments Available for projects</b>	<b><u>\$793,065.39</u></b>

BCWMC Second Generation Projects	Budget	Current	YTD	Project Total	Balance
<b>Approved CIP Projects:</b>					
2006 Parkers Lake Water Quality Project	42,000	52,486.60	52,486.60	55,920.84	(13,920.84)
Twin Lake-expected completion 2006	140,000	0.00	0.00	5,724.35	134,275.65
Westwood Lake - will closed in 2010	312,000	0.00	0.00	225,864.90	86,135.10
<b>Proposed CIP Projects:</b>					
Lakeview Park Pond-expected completion 2007		0.00	0.00	637.50	(637.50)
West Medicine Lake Park Pond	1,100,000	308.00	701,076.15	723,780.21	376,219.79
Budget increase Resolution 08-07 (200,000)					
Northwood Lake East Pond	107,250	0.00	0.00	71,831.27	35,418.73
Twins Stadium	0	0.00	38.20	17,363.42	(17,363.42)
Ramada Pond (Crane Lake)	90,000	0.00	0.00	39.00	89,961.00
Plymouth Creek Restoration	550,000	0.00	5,593.50	33,931.70	516,068.30
Bassett Creek Feasibility Study	0	0.00	544.35	12,113.40	(12,113.40)
Plymouth Creek Feasibility	0	0.00	0.00	1,936.00	(1,936.00)
Crystal-Regent Avenue (2010 CR)	0	1,313.50	5,152.50	5,152.50	(5,152.50)
Wisc Ave/Duluth Street-Crystal (2011 CR)	0	5,277.70	33,033.52	33,033.52	(33,033.52)
North Branch (2011 CR-NB)	0	4,484.80	29,702.31	29,702.31	(29,702.31)
Plymouth Pond-07(NL-2)	0	0.00	602.00	602.00	(602.00)
Wirth Lake (WTH-1,2,3)	0	672.00	672.00	672.00	(672.00)
Resource Management Plan	0	0.00	1,533.00	57,094.21	(57,094.21)

<b>TMDL Projects</b>					
TMDL Studies	125,000	70.00	14,845.25	102,428.15	22,571.85
Sweeney Lake TMDL	119,000	3,299.50	17,818.50	198,830.86	(79,830.86)

<b>Annual Flood Control Projects:</b>					
Flood Control Emergency Maintenance	500,000	0.00	0.00	0.00	500,000.00
Flood Control Long-Term Maintenance	773,373	0.00	0.00	13,566.33	759,806.67

<b>Annual Water Quality</b>					
Channel Maintenance Fund	200,000	0.00	0.00	41,818.10	158,181.90
	<b>4,058,623</b>	<b>67,912.10</b>	<b>863,097.88</b>	<b>1,632,042.57</b>	<b>2,426,580.43</b>

<b>Project Reimbursements</b>					
Twins Stadium		0.00	6,564.20	26,959.64	
Sweeney Lake TMDL		0.00	0.00	154,123.94	

<b>Tax Levy Revenues</b>								
	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance	BCWMO Levy
2010 Tax Levy	935,000.00		935,000.00		448,229.46	448,229.46	486,770.54	935,000
2009 Tax Levy	800,000.00	(1,254.26)	798,745.74		2,533.07	791,253.35	7,492.39	800,000
2008 Tax Levy	908,128.08	(850.59)	907,277.49		752.41	902,236.02	5,041.47	907,250
2007 Tax Levy	190,601.74	(200.27)	190,401.47		76.46	189,870.93	530.54	190,000
2006 Tax Levy	531,095.47	(1,134.64)	529,960.83		83.26	528,729.95	1,230.88	519,000
2005 Tax Levy	450,401.40	(1,429.91)	448,971.49		(3.41)	448,701.37	270.12	438,000
							<b>501,335.94</b>	

Basset Creek Construction Project Details

10/13/2010

	Parkers Lake Water Quality (Circle Pond)	Twin Lake	Westwood Lake	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Channel Maintenance	West Medicine Lake Park Pond	Lakeview Park Pond	Northwood Lake East Pond	Crane Lake - Ramada Inn Pond	Plymouth Creek Channel Restoration	Plymouth Creek Feasibility	Bassett Creek Feasibility	Twins Stadium	Crystal - Regent Ave	Wisc Ave (Duluth Str)- Crystal	North Branch	Plymouth Pond NB-07 (NL-2)	Wirth Lake (WTH-1,2,3)	Resource Mgmt Plan	TMDL Studies	Sweeney Lake TMDL
Original Budget	42,000.00	140,000.00	312,000.00	500,000.00	773,373.00	200,000.00	1,100,000.00		107,250.00	90,000.00	550,000.00										125,000.00	119,000.00
Expenditures:																						
Feb 2004 - Jan 2005		1,983.50						637.50														
Feb 2005 - Jan 2006	983.75	1,716.70	11,724.12		3,954.44	2,994.75																
Feb 2006 - Jan 2007	150.00	375.70	162,645.36		9,611.89																	
Feb 2007 - Jan 2008		36.00					1,789.25								156.75						637.20	
Feb 2008 - Jan 2009						38,823.35	1,835.70		858.45					13,312.47							23,486.95	89,654.49
Feb 2009 - Jan 2010	2,300.49	1,612.45	51,495.42				18,392.11		60,218.68	39.00	20,954.25									6,809.50	31,590.12	47,041.86
Feb 2010 - Jan 2011	52,486.60						687.00		10,754.14		7,383.95	1,936.00	11,569.05	3,856.00						48,751.71	31,868.63	44,316.01
							701,076.15				5,593.50		544.35	38.20	5,152.50	33,033.52	29,702.31	602.00	672.00	1,533.00	14,845.25	17,818.50
Total Expenditures:	55,920.84	5,724.35	225,864.90		13,566.33	41,818.10	723,780.21	637.50	71,831.27	39.00	33,931.70	1,936.00	12,113.40	17,363.42	5,152.50	33,033.52	29,702.31	602.00	672.00	57,094.21	102,428.15	198,830.86
Project Balance	(13,920.84)	134,275.65	86,135.10	500,000.00	759,806.67	158,181.90	376,219.79	(637.50)	35,418.73	89,961.00	516,068.30	(1,936.00)	(12,113.40)	(17,363.42)	(5,152.50)	(33,033.52)	(29,702.31)	(602.00)	(672.00)	(57,094.21)	22,571.85	(79,830.86)

	Parkers Lake Water Quality (Circle Pond)	Twin Lake	Westwood Lake	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Channel Maintenance	West Medicine Lake Park Pond	Lakeview Park Pond	Northwood Lake East Pond	Crane Lake - Ramada Inn Pond	Plymouth Creek Channel Restoration	Plymouth Creek Feasibility	Bassett Creek Feasibility	Twins Stadium	Crystal - Regent Ave	Wisc Ave (Duluth Str)- Crystal	North Branch	Plymouth Pond NB-07 (NL-2)	Wirth Lake (WTH-1,2,3)	Resource Mgmt Plan	TMDL Studies	Sweeney Lake TMDL
Project Totals By Vendor																						
Barr Engineering	2,819.94	3,758.10	11,320.87		9,549.32		6,794.91	592.50		39.00	33,282.30	1,936.00	10,604.50	12,064.49	5,152.50	33,033.52	29,702.31	602.00	672.00	57,094.21	99,551.70	82,778.67
Kennedy & Graven	614.30	1,966.25	503.25		24.75	354.75	1,427.15	45.00	858.45		649.40		1,508.90	5,298.93							1,164.30	2,902.59
City of Golden Valley						2,640.00																
City of New Hope																						
City of Plymouth	52,486.60					38,823.35	715,558.15		70,972.82													
City of St. Louis Park			214,040.78																			
Corn of Trans					3,992.26																	
S E H																						100,375.60
Misc																					1,712.15	12,774.00
Total Expenditures	55,920.84	5,724.35	225,864.90		13,566.33	41,818.10	723,780.21	637.50	71,831.27	39.00	33,931.70	1,936.00	12,113.40	17,363.42	5,152.50	33,033.52	29,702.31	602.00	672.00	57,094.21	102,428.15	198,830.86



# Amy Herbert · Virtual Administrator Services

[bcra@barr.com](mailto:bcra@barr.com) · 952-832-2652

October 7, 2010

Bassett Creek Watershed Management Commission (BCWMC)

Attn: Sue Virnig, Deputy Treasurer

7800 Golden Valley Road

Golden Valley, MN 55427

*For contracted services September 1, 2010 through September 30, 2010*

## **Administrative Services to BCWMC**

- Assisted in the creation of the September 23<sup>rd</sup> BCWMC meeting and public hearing agenda; organized packet materials for copying, copied, and assembled meeting packets, delivered meeting packets to Barr Engineering mail room for Barr to weigh, add postage, and mail; posted meeting packet on BCWMC's Web site and e-mailed link to Commission; e-mailed agenda to agenda list and e-mailed approved meeting minutes to distribution list.
- Maintained BCWMC files; Communicated with BCWMC attorney, engineers, Administrator, Deputy Treasurer, Chair, commissioners, and committee members.
- Organized BCWMC monthly invoices; Distributed invoice payments; Followed up with Deputy Treasurer and counsel regarding LMCIT invoice and payment
- Forwarded WMWA's draft Education and Outreach Plan to BCWMC Education and Public Outreach Committee with meeting reminder; Created Resolutions 10-07 and 10-08 and certification of county tax levy; Sent the BCWMC's tax levy request and certification to Hennepin County; Coordinated correction and reprinting of BCWMC letterhead; Forwarded to Commission copies of the three completed BCWMC applications for BWSR grants;
- Created meeting notice for October 8 Education and Public Outreach meeting; Created meeting notice and meeting cancellation notice for Administrative Services Committee's September 29<sup>th</sup> meeting ; Created meeting notice for the September 30<sup>th</sup> Sweeney Lake TMDL technical stakeholder's meeting

37.75 hours @ \$57.00 per hour .....

\$2,151.75

## **BCWMC Meetings**

Coordinated and attended September 21<sup>st</sup> conference call with Chair Loomis, Karen Chandler, and Geoff Nash; Set up and attended September 23<sup>rd</sup> BCWMC meeting and public hearing (coordinated room reservations and set up; ordered and received catering; coordinated agenda, prepared and provided handouts not provided in meeting packet; recorded meeting)

6.50 hours @ \$57.00 per hour .....

\$370.50

**Web Site Services to BCWMC**

Updated meeting minute archive, TMDL section, and roster.

0.333 hours @ \$57.00 per hour ..... \$19.00

**Expenses**

AAA Batteries (\$10.68)..... \$10.68

**Mileage**

Mileage from Chanhassen to Golden Valley City Hall for September 23<sup>rd</sup>

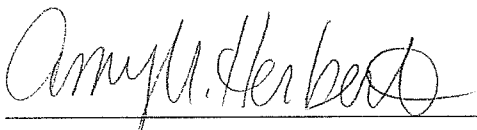
BCWMC meeting and public hearing (16.76 miles x 0.50 = \$8.38) ..... \$8.38

Subtotal Administrative Services \$2,541.31

Subtotal Web Site Services \$19.00

**Total Current Billing: \$2,560.31**

I declare, under penalty of law, that this  
account, claim or demand is just and  
correct and that no part of it has been paid.



Signature of Claimant



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Bassett Creek WMO  
7800 Golden Valley Road  
Golden Valley, MN 55427

Page # 1  
Invoice # 23270051-2010-8  
Project # 23/27-0051  
Client # 59  
October 11, 2010

Invoice of Account with  
BARR ENGINEERING COMPANY

For professional services during the period of  
August 28, 2010 through October 1, 2010

**ENGINEERING**

TECHNICAL SERVICES

Calls/emails to or from the Commissioners, administrator, watershed communities, developers in the watershed, Minneapolis Park and Recreation Board (MPRB), Three Rivers Park District (TRPD), Mississippi Watershed Management Organization, Minnesota Department of Transportation (Mn/DOT), Hennepin County, Minnesota Board of Water and Soil Resources (BWSR), Metropolitan Council Environmental Services (MCES), Minnesota Pollution Control Agency (MPCA), Corps of Engineers and interested citizens; coordination with Administrator regarding post-meeting tasks; assistance with review of flood control project features and BCWMC responsibility for Administrator; coordination with Administrator regarding information for Policy Manual and email COE agreement; internal meeting regarding flood control project structures and CIP projects for BCWMC responsibility; developed list of flood control project structures with BCWMC responsibility; phone call from BWSR staff regarding August meeting agenda items; telephone call with Administrator regarding website domain name ownership; review and draft application; Wirth Lake BWSR grant; meeting with Administrator regarding process for developing CIP recommendation; reviewed project budgets and water quality treatment requirements; reviewed grant opportunities for BCWMO; emails to Commissioner Welch regarding E. coli results and CIP project design; email MPRB erosion survey to Golden Valley and Minneapolis staff; communications with Golden Valley staff regarding "creek walk"; communications with Commissioner Harper-Lore and provided map to Commissioner Harper-Lore; communications with MPRB staff regarding erosion survey; email to Chair regarding tracking of CIP fund transfers; email to Administrator regarding website domain name transfer.

Leonard J. Kremer, Principal Engineer/Scientist	
12.0 hours @ \$160.00 per hour .....	\$ 1,920.00
James P. Herbert, Principal Engineer/Scientist	
1.8 hours @ \$140.00 per hour .....	\$ 252.00
Karen L. Chandler, Senior Consultant	
15.6 hours @ \$140.00 per hour .....	\$ 2,184.00
Timothy J. Anderson, Senior Consultant	
0.4 hours @ \$140.00 per hour .....	\$ 56.00
Technicians/Administrative .....	\$ 313.50
Expenses (Postage) .....	\$ 85.78
Subtotal, Technical Services .....	\$ 4,811.28

#### PRELIMINARY SITE REVIEW/CORRESPONDENCE

Telephone conversations regarding proposed developments; provided watershed hydraulic information, flood profiles and BCWMC development requirements to applicants; correspondence with Golden Valley regarding proposed Menards site and reviewed preliminary water quality report; correspondence with SEH regarding Wirth Park improvements; telephone conversation with Loucks regarding proposed site development; telephone conversation with Anderson Engineering regarding Plymouth site.

James P. Herbert, Principal Engineer/Scientist  
5.7 hours @ \$140.00 per hour ..... \$ 798.00  
  
Subtotal, Preliminary Site/Corr ..... \$ 798.00

#### MONTHLY MEETING PREPARATION

Preparation of monthly memorandum for BCWMC meeting; reviewed draft BCWMC meeting minutes, agenda and packet materials and discussed comments with Bassett Creek Administrator and Recording Administrator; conference call with BCWMC Chair, Administrator, and Recording Secretary regarding meeting agenda; communications with Bassett Creek Administrator and Recording Administrator; internal meetings regarding agenda, to-do list and meeting packet and September 23, 2010 meeting; prepared permit figures.

Leonard J. Kremer, Principal Engineer/Scientist  
5.0 hours @ \$160.00 per hour ..... \$ 800.00  
James P. Herbert, Principal Engineer/Scientist  
7.7 hours @ \$140.00 per hour ..... \$ 1,078.00  
Karen L. Chandler, Senior Consultant  
11.9 hours @ \$140.00 per hour ..... \$ 1,666.00  
  
Subtotal, Monthly Memorandums ..... \$ 3,544.00

#### TAC MEETING PREPARATION

Preparation for September, 2010 TAC meeting; reviewing background materials/meeting summaries; preparation for data collection presentation; coordination with Administrator and internal staff regarding TAC meeting agenda and background materials; coordinate with Administrator regarding TAC recommendations; provided BCWMC fund and policy information to Minnetonka City staff; call from Administrator regarding TAC memo; reviewed draft TAC memo and email comments to Administrator; prepared presentation for TAC - Invertebrate Sample Methods; Fish Sample Methods; Sediment and Aquatic Plant Sample Methods.

Karen L. Chandler, Senior Consultant  
5.8 hours @ \$140.00 per hour ..... \$ 812.00  
Gregory J. Wilson, Senior Consultant  
6.3 hours @ \$140.00 per hour ..... \$ 882.00  
Margaret R. Rattei, Senior Consultant  
10.8 hours @ \$115.00 per hour ..... \$ 1,242.00  
  
Subtotal, TAC Meeting Preparation ..... \$ 2,936.00

**Subtotal Technical Services ..... \$ 12,089.28**

PLAT REVIEW Note: Projects in **Bold** have provided review fees to offset review costs. Projects not in **Bold** are either in a preliminary stage or were submitted prior to implementation of the fee schedule.

**Co. Rd. 9 & 61 Erosion Repair**

Erosion control inspection.

Technicians/Administrative .....	\$	64.00
Subtotal, Co. Rd. 9 & 61 Erosion Repair .....	\$	64.00

**Crown Packaging**

Erosion control inspection.

Technicians/Administrative .....	\$	64.00
Subtotal, Crown Packaging .....	\$	64.00

**Hennepin Co. Regional Trail – Phase 2**

Erosion control inspection.

Technicians/Administrative .....	\$	64.00
Subtotal, Hen Co Regional Trail – Ph 2 .....	\$	64.00

**Beacon Academy**

Erosion control inspection.

Technicians/Administrative .....	\$	64.00
Subtotal, Beacon Academy .....	\$	64.00

**W Medicine Lake Pk Site Improvements**

Erosion control inspection.

Technicians/Administrative .....	\$	88.00
Subtotal, W Medicine Lk Pk Site Imp .....	\$	88.00

**2009 Mtka St Rehab-Sherwood Forest Neighborhood**

Erosion control inspection.

Technicians/Administrative .....	\$	64.00
Subtotal, 2009 Mtka St Rehab-Sherwood Forest Neighborhood .....	\$	64.00

**26<sup>th</sup> Ave/Plymouth Creek Culvert Replacement**

Erosion control inspection.

Technicians/Administrative ..... \$ 64.00

Subtotal, 26<sup>th</sup> Ave/Plymouth Creek Culvert Replacement ..... \$ 64.00

**Laurel Hills Condo**

Erosion control inspection.

Technicians/Administrative ..... \$ 64.00

Subtotal, Laurel Hills Condo ..... \$ 64.00

**South Shore Drive Bridge Reconstruction & South Shore Drive Mill & Overlay**

Erosion control inspection.

Technicians/Administrative ..... \$ 112.00

Subtotal, So Shore Dr Reconstruction/Bridge. .... \$ 112.00

**Wirth Park Pedestrian Bridge**

Erosion control inspection.

Technicians/Administrative ..... \$ 64.00

Subtotal, Wirth Park Pedestrian Bridge ..... \$ 64.00

**Hilde Performance Center**

Erosion control inspection.

Technicians/Administrative ..... \$ 64.00

Subtotal, Hilde Performance Center ..... \$ 64.00

**So Shore Dr Emergency Utility Repair**

Erosion control inspection.

Technicians/Administrative ..... \$ 64.00

Subtotal, So Shore Dr Emer Utility Repair. .... \$ 64.00

**Birchwood Elementary Site Improvements**

Erosion control inspection.

Technicians/Administrative .....	\$	64.00
Subtotal, Birchwood Elementary Site Improvements .....	\$	64.00

**Auer Steel**

Erosion control inspection.

Technicians/Administrative .....	\$	64.00
Subtotal, Auer Steel .....	\$	64.00

**Struthers Parkinson Ctr Parking Improvements**

Erosion control inspection.

Technicians/Administrative .....	\$	64.00
Subtotal, Struthers Parkinson Ctr Parking Improvements .....	\$	64.00

**Plymouth Covenant Church Parking Improvements**

Erosion control inspection.

Technicians/Administrative .....	\$	64.00
Subtotal, Plymouth Covenant Church Parking Improvements. ....	\$	64.00

**Walgreens Construction**

Communications with applicant and City staff; review of grading, drainage and erosion control plans for project in the City of Golden Valley and prepared letter of recommendation.

James P. Herbert, Principal Engineer/Scientist		
0.8 hours @ \$140.00 per hour .....	\$	112.00
Rita A. Weaver, Senior Engineer/Scientist		
2.3 hours @ \$95.00 per hour .....	\$	218.50
Subtotal, Walgreens Construction. ....	\$	330.50

**Plymouth Creek Park Hockey Rink Project**

Communication with applicant; preliminary review of site improvement plan in City of Plymouth.

James P. Herbert, Principal Engineer/Scientist		
1.5 hours @ \$140.00 per hour .....	\$	210.00
Subtotal, Plymouth Crk Pk Hockey Rink .....	\$	210.00

Subtotal Plat Review .....	\$	1,636.50
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### COMMISSION MEETINGS

Attended September 23, 2010 Commission meeting and September 2, 2010 TAC meeting.

Karen L. Chandler, Senior Consultant		
6.5 hours @ \$140.00 per hour	\$	910.00
Gregory J. Wilson, Senior Consultant		
3.0 hours @ \$140.00 per hour	\$	420.00
Expenses (Mileage)	\$	<u>22.00</u>
Subtotal, Commission Meetings	\$	1,352.00

### SURVEYS AND STUDIES

Coordination regarding the Medicine Lake Outlet; reviewed sediment volume and area calculations, prepared sediment location map, prepared bathymetric data for Twin Lakes sediment sampling, performed Twin Lake sediment phosphorus analyses; preparation of Twin Lake Sediment Sampling report.

Karen L. Chandler, Senior Consultant		
0.5 hours @ \$140.00 per hour	\$	70.00
Margaret R. Rattei, Senior Consultant		
15.3 hours @ \$115.00 per hour	\$	1,759.50
Brian J. Huser, Senior Engineer/Scientist		
10.5 hours @ \$110.00 per hour	\$	1,155.00
Aaron D. Mielke, Engineer/Scientist		
0.4 hours @ \$85.00 per hour	\$	34.00
Technicians/Administrative	\$	<u>187.50</u>
Subtotal, Surveys and Studies	\$	3,206.00

### WATER QUALITY MONITORING

Communications with Three Rivers Park District (TRPD) staff regarding Medicine Lake monitoring; reviewed historical lake graphs; performed Medicine Lake macrophyte (plant) mapping for June and August survey.

Michael B. Strong, Engineer/Scientist		
1.5 hours @ \$70.00 per hour	\$	105.00
Technicians/Administrative	\$	<u>112.00</u>
Subtotal, Water Quality Monitoring	\$	217.00

### WATER QUANTITY

Measured and reviewed lake level elevations as part of the lake-gauging program.

Technicians/Administrative	\$	912.00
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Expenses (Mileage/field vehicle) ..... \$ 95.00

Subtotal, Water Quantity ..... \$ 1,007.00

#### WATERSHED INSPECTION

Performed erosion control inspections of construction sites; prepared letter regarding inspections and improvements required for effective erosion control; communication with Plymouth staff regarding inspections.

James P. Herbert, Principal Engineer/Scientist  
1.5 hours @ \$140.00 per hour ..... \$ 210.00

Technicians/Administrative ..... \$ 584.00

Expenses (Equipment/mileage) ..... \$ 210.00

Subtotal, Watershed Inspection ..... \$ 1,004.00

**TOTAL ENGINEERING ..... \$ 20,511.78**

#### **SECRETARIAL SERVICES**

##### SECRETARIAL SERVICES EXPENSES

Administrative expenses requested by Amy Herbert including: copies, color copies for meeting packet; postage, CD duplication, video digital capture/conversion and BCWMC meeting catering; packet assembly; report assembly.

Expenses (B&W/color copies/postage) ..... \$ 146.89

Catering (BCWMC meeting date) ..... \$ -0-

**TOTAL SECRETARIAL SERVICES EXPENSES ..... \$ 146.89**

#### **WATERSHED OUTLET MONITORING PROGRAM (WOMP)**

**TOTAL WOMP ..... \$ 0.00**

#### **CAPITAL IMPROVEMENT PROJECTS**

##### WIRTH LAKE (WTH-1,2,3)

Coordination regarding Wirth Lake project; grant application for Wirth Lake outlet; provided documents to MPCA; communication with Administrator regarding implementation plan.



Gregory J. Wilson, Senior Consultant	
4.8 hours @ \$140.00 per hour .....	\$ 672.00
Subtotal, Wirth Lake .....	\$ 672.00

W MEDICINE LAKE PK POND

Coordination regarding West Medicine Lake submittal from City of Plymouth and recommendation for payment; correspondence with City of Plymouth; reviewed payment application; reviewed revised application; prepared email summary and prepared recommendation to BCWMC.

James P. Herbert, Principal Engineer/Scientist	
2.0 hours @ \$140.00 per hour .....	\$ 280.00
Karen L. Chandler, Senior Consultant	
0.2 hours @ \$140.00 per hour .....	\$ 28.00
Subtotal, W Medicine Lake Park Pond .....	\$ 308.00

BASSETT CREEK: CRYSTAL-REGENT AVENUE (2010 CR)

Reviewed preliminary drawings and prepared comments; provided information to City of Golden Valley staff and WSB.

Leonard J. Kremer, Principal Engineer/Scientist	
1.5 hours @ \$160.00 per hour .....	\$ 240.00
Jeffrey D. Weiss, Senior Engineer/Scientist	
11.3 hours @ \$95.00 per hour .....	\$ 1,073.50
Subtotal, Crystal-Regent Avenue .....	\$ 1,313.50

BASSETT CREEK: WISCONSIN AVENUE – CRYSTAL (2011 CR)

Coordination with BWSR and BCWMC staff regarding major plan amendment; emailed 90-day submittal to BWSR and reviewers; call from Hennepin County staff requesting additional information regarding BCWMC CIP process and draft email response; email to Hennepin County staff with additional information regarding BCWMC CIP process, and draft email with additional information regarding city assessments for general fund; estimate CIP reserve funds and recommended levy; call to City staff regarding status of CIP project; BWSR Grant application; internal meeting to discuss draft application; review/edit draft application. Levy request: review CIP project accounts and 2009 levy request; prepare draft memo for Commission meeting regarding Levy certification; finalized spreadsheet tally of CIP reserve status; memo for Commission meeting, conference call with counsel regarding recommended levies, review/final resolution; internal meeting regarding COE permitting process (RMP protocols) and review requirements of combined/joint notification form; report reproduction and distribution to BCWMC; prepared for and presented feasibility study revisions to BCWMC.

Leonard J. Kremer, Principal Engineer/Scientist	
2.0 hours @ \$160.00 per hour .....	\$ 320.00
Karen L. Chandler, Senior Consultant	
12.8 hours @ \$140.00 per hour .....	\$ 1,792.00
Jeffrey D. Weiss, Senior Engineer/Scientist	
20.5 hours @ \$95.00 per hour .....	\$ 1,947.50
Technicians/Administrative .....	\$ 216.00

Expenses (copies/binding) ..... \$ 1,002.20

Subtotal, Bassett Crk: Wisconsin Ave– Crystal (2011 CR) ..... \$ 5,277.70

**NORTH BRANCH (2011CR-NB)**

Coordination with BWSR and BCWMC staff regarding major plan amendment; emailed 90-day submittal to BWSR and reviewers; call from Hennepin County staff requesting additional information regarding BCWMC CIP process and draft email response; email to Hennepin County staff with additional information regarding BCWMC CIP process, and draft email with additional information regarding city assessments for general fund; estimate CIP reserve funds and recommended levy; call to City staff regarding status of CIP project; BWSR Grant application; internal meeting to discuss draft application; review/edit draft application. Levy request: review CIP project accounts and 2009 levy request; prepare draft memo for Commission meeting regarding Levy certification; finalized spreadsheet tally of CIP reserve status; memo for Commission meeting, conference call with counsel regarding recommended levies, review/final resolution; internal meeting regarding COE permitting process (RMP protocols) and review requirements of combined/joint notification form; report reproduction and distribution to BCWMC; prepared for and presented feasibility study revisions to BCWMC.

Leonard J. Kremer, Principal Engineer/Scientist  
3.0 hours @ \$160.00 per hour ..... \$ 480.00

Karen L. Chandler, Senior Consultant  
12.7 hours @ \$140.00 per hour ..... \$ 1,778.00

Brent A. Lindstrom, Senior Consultant  
0.5 hours @ \$105.00 per hour ..... \$ 52.50

Jeffrey D. Weiss, Senior Engineer/Scientist  
10.0 hours @ \$95.00 per hour ..... \$ 950.00

Technicians/Administrative ..... \$ 208.50

Expenses (copies/binding) ..... \$ 1,015.80

Subtotal, North Branch (2011CR-NB) ..... \$ 4,484.80

**TOTAL CAPITAL IMPROVEMENT PROJECTS ..... \$ 12,056.00**

**TMDL STUDIES**

**SWEENEY LAKE TMDL**

Development of a list of BMPs and cost estimate for the Sweeney Lake TMDL; preparation for the Sweeney Lake TMDL meeting; preparation and presentation for public meeting.

Leonard J. Kremer, Principal Engineer/Scientist  
2.3 hours @ \$160.00 per hour ..... \$ 368.00

Keith M. Pilgrim, Senior Consultant  
23.1 hours @ \$125.00 per hour ..... \$ 2,887.50

Nathan D. Campeau, Senior Engineer/Scientist  
0.3 hours @ \$105.00 per hour ..... \$ 31.50

Expenses (Mileage) ..... \$ 12.50

Subtotal, Sweeney Lake TMDL ..... \$ 3,299.50

WIRTH LAKE TMDL

Coordination and telephone conversations regarding Wirth Lake TMDL.

Gregory J. Wilson, Senior Consultant

0.5 hours @ \$140.00 per hour ..... \$ 70.00

Subtotal, Wirth Lake TMDL ..... \$ 70.00

**TOTAL TMDL STUDIES ..... \$ 3,369.50**

<b>SUMMARY TOTALS</b>
-----------------------

**Total Engineering ..... \$ 20,511.78**

**Total Secretarial Services Expenses ..... \$ 146.89**

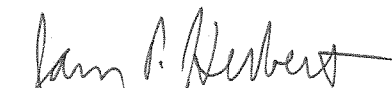
**Total WOMP ..... \$ 0.00**

**Total Capital Improvement Projects ..... \$ 12,056.00**

**Total TMDL Studies ..... \$ 3,369.50**

**TOTAL PAYABLE ..... \$ 36,084.17**

Barr declares under the penalties of law  
that this account, claim or demand  
is just and that no part of it has been  
paid.

  
\_\_\_\_\_  
Leonard J. Kremer

# Kennedy & Graven, Chartered

200 South Sixth Street  
Suite 470  
Minneapolis, MN 55402

(612) 337-9300

Tax ID No. 41-1225694

September 16, 2010

Statement No. 97951

Bassett Creek Water Management Commission  
Sue Virnig

7800 Golden Valley Road  
Golden Valley, MN 55427

Through August 31, 2010

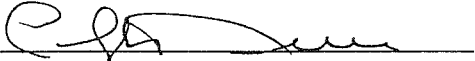
BA295-00001 General

2,373.40

---

**Total Current Billing: 2,373.40**

I declare, under penalty of law, that this  
account, claim or demand is just and correct  
and that no part of it has been paid.



Signature of Claimant

**Kennedy & Graven, Chartered**

200 South Sixth Street

Suite 470

Minneapolis, MN 55402

Bassett Creek Water  
Sue Virnig

August 31, 2010

BA295-00001 General

Through August 31, 2010

For All Legal Services As Follows:

			Hours	Amount
8/3/2010	CLL	Phone call from L. Kremer regarding issues on Sweeney and Medicine Lake dams	0.75	143.25
8/3/2010	CLL	Phone calls to G. Nash regarding county proposals on tax levy; phone call to M. Welch regarding same	1.40	267.40
8/4/2010	CLL	Conference call to J. Settles and G. Nash regarding county tax levy	0.80	152.80
8/5/2010	CLL	Phone call from L. Kremer regarding use of county ditch and regarding reimbursement of project costs with payment of special assessments	0.30	57.30
8/6/2010	CLL	Review draft memo on Medicine Lake Dam; email to L. Kremer	0.40	76.40
8/6/2010	CLL	Review draft report on Sweeney dam and email to L. Kremer	0.75	143.25
8/6/2010	CLL	Review draft minutes	0.45	85.95
8/9/2010	CLL	Review consultant agreement and email to L. Loomis; exchange emails with G. Nash on wetland mitigation expenses	0.35	66.85
8/9/2010	CLL	Exchange emails on agenda	0.10	19.10
8/11/2010	CLL	Review hearing requirements; email to J. Herbert regarding same	0.30	57.30
8/18/2010	CLL	Review agenda materials	0.20	38.20
8/18/2010	CLL	Review memo from J. Settles	0.10	19.10
8/19/2010	CLL	Attend commission meeting	4.40	840.40
8/20/2010	CLL	Review email from G. Nash regarding funding; retrieve memos and email to G. Nash	0.60	114.60

**Kennedy & Graven, Chartered**

200 South Sixth Street  
Suite 470  
Minneapolis, MN 55402

Bassett Creek Water  
Sue Virnig

August 31, 2010

8/25/2010	CLL	Work on letter to commissioners regarding funding options; email to G. Nash regarding same	0.45	85.95
8/26/2010	CLL	Phone calls to G. Nash and M. Welch regarding letter to cities on CIP funding; phone call to S. Virnig and message to A. Herbert regarding insurance premium	0.90	171.90
8/30/2010	CLL	Message from A. Herbert and call to LMCIT regarding insurance premium	0.15	28.65
<b>Total Services:</b>			<b>\$</b>	<b>2,368.40</b>

For All Disbursements As Follows:

8/19/2010	Charles L. LeFevre; Mileage expense	5.00
<b>Total Disbursements:</b>		<b>\$ 5.00</b>
<b>Total Services and Disbursements:</b>		<b>\$ 2,373.40</b>

# INVOICE

Terms: Net 30

**Finance Charge  
 of 1.5% / Month  
 After 30 Days**

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 print advertisers on [www.WeeklyNews.com](http://www.WeeklyNews.com)

Bill To:

Bassett Creek Watershed Management Commission  
 C/O Barr Engineering Co.  
 Attn: Amy Herbert  
 4700 West 77th Street  
 Minnerapolis, MN 55435-4803

Invoice # : 00123901

Invoice Date : 9/29/2010

Fed Tax ID # : 48-1291735

SALESPERSON		P.O. NUMBER	PAGE #	PLEASE MAKE CHECKS PAYABLE TO: LAKESHORE COMMUNICATIONS, LLC		
Legals			1			
QTY.	ITEM NO.	DESCRIPTION		PRICE	DISC %	EXTENDED
1	LN	Legal Notice - 09/07//2010 Lakeshore Weekly News		\$67.10		\$67.10
1	LN	Public Hearing Notice - Watershed Management Plan				
		Legal Notice - 09/14//2010 Lakeshore Weekly News		\$67.10		\$67.10
		Public Hearing Notice - Watershed Management Plan				

If Paying By Credit Card, Call or Fill In Below: ( ) Visa ( ) Mastercard ( ) American Express ( ) Discover

Print Name As Printed On Card: \_\_\_\_\_

Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Expiration Date: \_\_\_\_ / \_\_\_\_ V-Code (Back of Card): \_\_\_\_\_

Credit Card Billing Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

To Avoid 1.5% Monthly Finance Charge (18% APR) Pay Balance Due By: 10/29/2010

OfficeMax

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EDINA, MN 55435  
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[www.officemax.com/store/survey](http://www.officemax.com/store/survey)  
to enter and to view the terms and  
conditions of entering the survey.

011491972257 \$9.79  
Env Clasp 9x12 28lb 100ct

SubTotal \$9.79  
Tax 7.275% \$0.70  
TOTAL \$10.49

VISA \$10.49  
Card number: XXXXXXXXXX5198  
Authorization 06541C

32444556  
0023 00002 13512 7 09/01/10  
00406220 06:15:26 PM

ORDER BY PHONE 1-877-OFFICEMAX



*SAVE*  
*Postage - Bk. to P. Langelt*

HOPKINS MAIN PO  
HOPKINS, Minnesota  
553437502  
2663650343 -0094  
(800)275-8777 12:15:18 PM

Product Description	Sale Qty	Unit Price	Final Price
10c American Clock PSA	2	\$0.10	\$0.20
Parcel Post			\$4.90

HOPKINS MN 55305 Zone-0  
1 lb. 0.80 oz.  
The timeliness of service to  
destinations outside the contiguous  
U.S. may be affected by the limited  
availability of transportation.

Issue PVI:  
\$4.90

Total: \$5.10  
Paid by: \$5.10  
Cash

Order stamps at USPS.com/shop or call  
1-800-Stamp24. Go to USPS.com/clicknship  
to print shipping labels with postage.  
For other information call 1-800-ASK-USPS.  
\*\*\*\*\*  
Get your mail when and where you want it  
with a secure Post Office Box. Sign up for  
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\*\*\*\*\*

Bill#: 1000603548156  
Clerk: 15

All sales final on stamps and postage  
Refunds for guaranteed services only  
Thank you for your business  
\*\*\*\*\*

*Postage*  
*to Seiden*



BYERLY'S

Edina  
Gen. Manager Mark Bartusch  
952-831-3601  
Open 6am - midnight

Cashier: Kathi J

09/30/10 10:10:20


POST OFFICE POSTAGE 130 1.22  
SUBTOTAL 1.22  
TOTAL TAX .00  
TOTAL 1.22  
Visa TENDER 1.22  
Acct:XXXXXXXXXX5198  
APRVL CODE 00801C  
CHANGE .00  
NUMBER OF ITEMS 1

----- FSA Total \$0.00 -----

Trx:27 Oper 828 Term: 13 Store: 1003  
09/30/10 10:10:30



*copies/Agenda  
9/30/10*

**FedEx Office** 

FedEx Office is your destination  
for printing and shipping.

3535 Hazelton Rd  
Edina, MN 55435-4208  
Tel: (952) 820-6000

9/30/2010 10:17:08 AM CST  
Team Member: Raymond C.

SALE

FS BW SS Standard	40 @	0.1100 T
0001 Regular Price		0.11

Regular Total	4.40
Discounts	0.00

<b>Total</b>	<b>4.40</b>
--------------	-------------

Sub-Total	4.40
Tax	0.32
Deposit	0.00

<b>Total</b>	<b>4.72</b>
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Visa (S) 4.72

Account: 5198  
Auth: 01684C (A)

Total Tender	4.72
Change Due	0.00

**SUN NEWSPAPERS**10917 VALLEY VIEW RD  
EDEN PRAIRIE MN 55344

(952) 392-6890

Fax(952) 941-3588

Advertising Invoice and Statement

1  Billing Period 09/2010		2  Advertiser/Client Name BCWMC AMY HERBERT	
23  Total Amount Due 343.20		3  Terms of Payment DUE UPON RECEIPT	
21  Current Net Amount Due N/A	22  30 Days N/A	60 Days N/A	Over 90 Days N/A
4  Page Number 1	5  Billing Date 09/16/10	6  Billed Account Number 324122 jmc1	7  Advertiser/Client Number 324122

8  Billed Account Name and Address BCWMC AMY HERBERT C/O BARR ENGINEERING 4700 W 77TH STREET MINNEAPOLIS MN 55435  <i>route to Amy</i>		Amount Paid:  Comments:  <i>V-11714</i>
--	--	---

"In the Community. With the Community. For the Community"

If you would like to pay your account by credit card, please call 952-392-6890.

Please Return Upper Portion With Payment

10  Date	11  Newspaper Reference	12 13 14  Description-Other Comments/Charges	15  SAU Size 16  Billed Units	17  Times Run 18  Rate	19  Gross Amount	20  Net Amount
09/16/10	1010605 LEG	MAJOR PLAN AMENDMENT 09/09,16 A2/SA A3/SA A4/SA INET P2/PO  RECEIVED  SEP 22 2010  BARR ENGINEERING CO	1X 4.00 4.00	2 343.20	343.20	343.20

THERE IS A \$20 CHARGE FOR RETURNED CHECKS. REPORT ERRORS WITHIN 5 DAYS TO INSURE CONSIDERATION.  
UNPAID BALANCES OVER 30 DAYS OLD INCUR A 1.5% FINANCE CHARGE PER MONTH.**Statement of Account - Aging of Past Due Amounts**

Due upon receipt

21  Current Net Amount Due	22  30 Days	60 Days	Over 90 Days	*Unapplied Amount	23  Total Amount Due
N/A	N/A	N/A	N/A		343.20

**SUN NEWSPAPERS**

(952) 392-6890

\* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

24  Invoice Number		25  Advertiser Information			
1  Billing Period		6  Billed Account Number	7  Advertiser/Client Number	2  Advertiser/Client Name	
1275594		09/2010	324122	324122	BCWMC AMY HERBERT



*Adding Quality to Life*

Item 5A

October 5, 2010

Ms. Amy Herbert, Recording Administrator  
BASSETT CREEK WATERSHED MANAGEMENT COMMISSION  
c/o Barr Engineering Company  
4700 West 77<sup>th</sup> Street  
Minneapolis, MN 55435-4803

SUBJECT: PARKERS LAKE IMPROVEMENTS  
CITY PROJECT NO. 9117

Dear Ms. Herbert,

Enclosed you will find documentation of completed construction expenses for the "Parkers Lake Improvements" totaling \$52,486.60. The City is requesting a one-time reimbursement of \$52,486.60 from the Bassett Creek Watershed Management Commission (BCWMC) per the terms of the Cooperative Agreement for the Parkers Lake Improvements dated April 21, 2005 and the Amendment to the Cooperative Agreement for the Parkers Lake Improvements dated September 15, 2009.

Construction is complete as of October 5, 2010. Reimbursement to the City should be sent to my attention at:

Derek Asche  
Engineering Department  
Plymouth City Hall  
3400 Plymouth Blvd.  
Plymouth, MN 55447

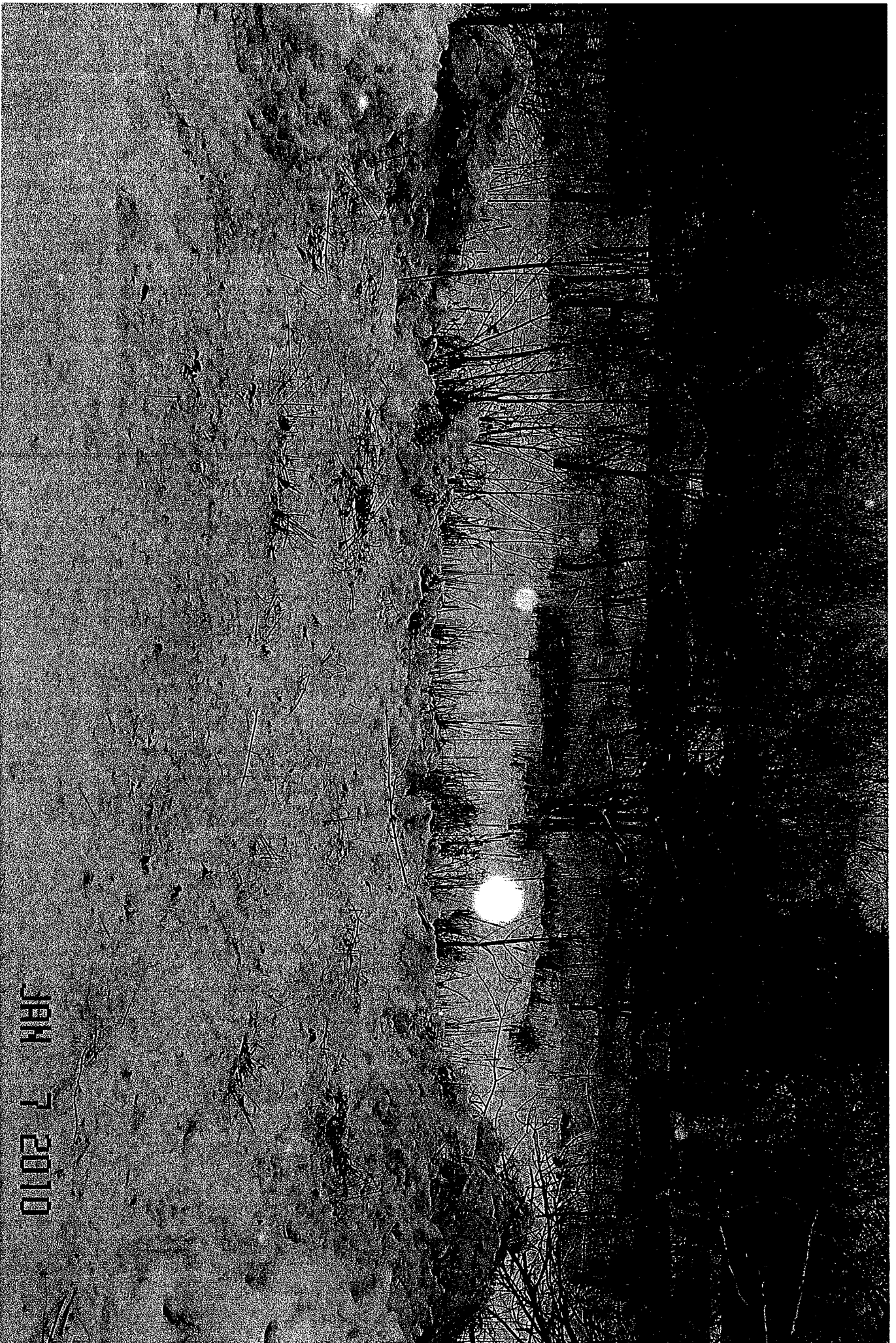
Thank you again for your support on this project. If you have any questions regarding the submission, please contact me at 763-509-5526.

Sincerely,

Derek Asche  
Water Resources Manager

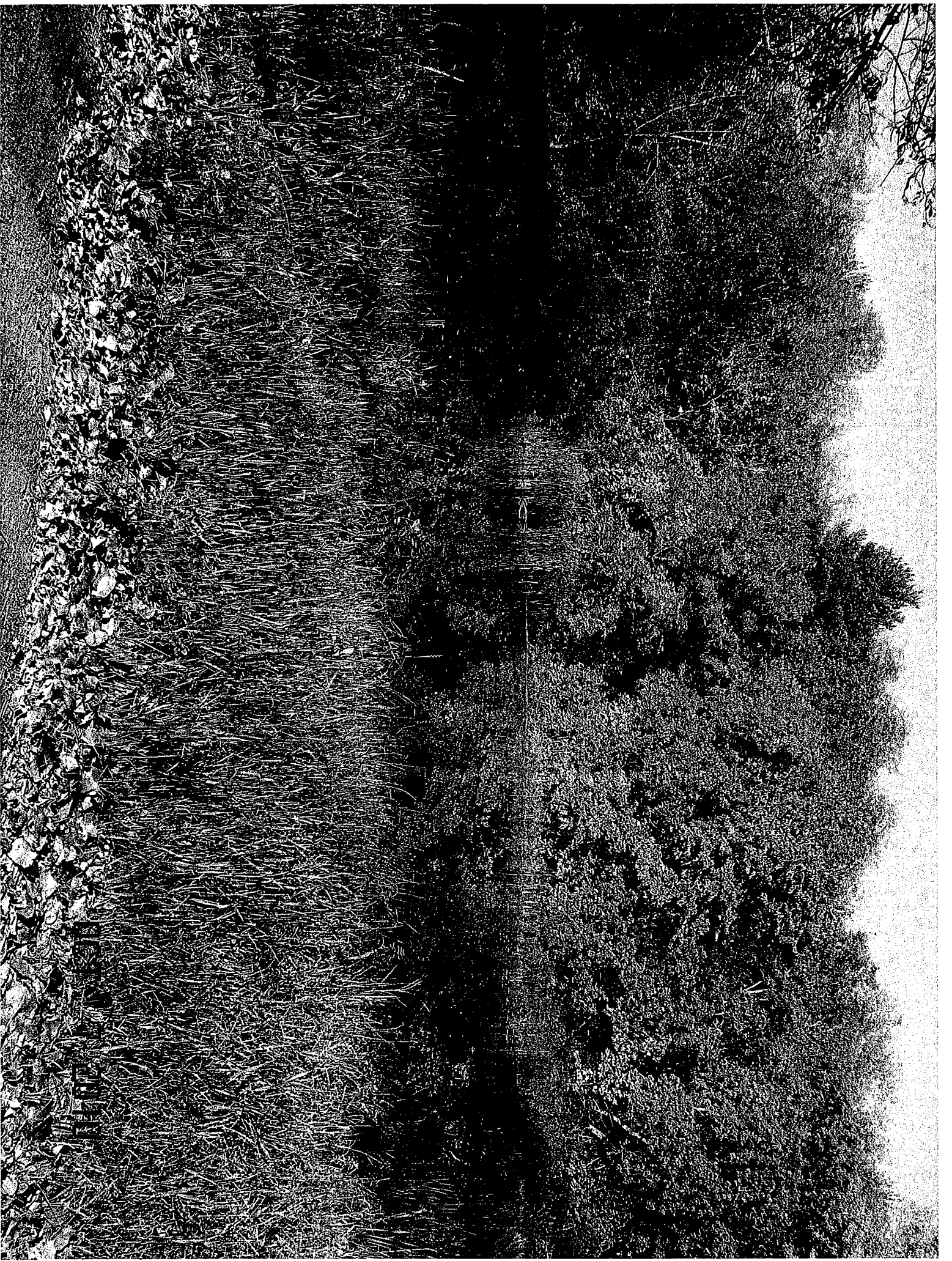
enc: Photos  
Cooperative Agreement  
Addendum to Cooperative Agreement  
Invoices





JRH 7 2010





**COOPERATIVE AGREEMENT  
FOR  
PARKERS LAKE IMPROVEMENTS**

This Agreement is made as of this 21st day of April, 2005, by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (hereinafter the "Commission"), and the City of Plymouth, a Minnesota municipal corporation (hereinafter the "City").

WITNESSETH:

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

WHEREAS, the Plan 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 construction of water quality improvement projects for Parkers Lake in the City of Plymouth described as improvements to stormwater basin in PL-A13 near Circle Park (PL-6 from the City of Plymouth Implementation Plan), as more fully described in Attachment One to this Agreement, which is hereby made a part hereof (the "Project"); and

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

WHEREAS, on March 17, 2005, the Commission adopted a resolution ordering the Project, directing that it be constructed by the City and that the costs be certified to Hennepin County for payment in accordance with Minn. Stat. § 103B.251; and

WHEREAS, it is expected that Hennepin County will levy taxes throughout the watershed for the Project for collection and settlement in 2006; 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 AND AGREEMENTS HEREINAFTER SET FORTH, THE PARTIES AGREE AS FOLLOWS:

1. The Project will consist of water quality improvements in the City as more fully described on Attachment One.

2. The City will design the Project and prepare plans and specifications for construction of the Project. Plans and specifications are subject to approval by the Commission's consulting engineer.
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 they are 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. 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 performance of the work of the Project conducted by 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(s) 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 use its best efforts to secure payment from the County in accordance with Minn. Stat. § 103B.251 in the amount of Forty-Two Thousand Dollars (\$42,000). It is understood that tax settlement from the County is not expected to occur until 2006.

Out-of-pocket costs related to the Project, incurred and paid by the Commission for publication of notices, securing County tax levy, preparation of contracts, review of proposed contract documents and administration of this contract shall be repaid from funds received in the tax settlement from Hennepin County. All 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 received from the County for the Project less any amounts retained by the Commission for Commission expenses. 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 secure all necessary local, state, or federal permits required for the construction of the Project.

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: John A. O'Shea 4/21/05  
Its Chair

And by: William G. Gage  
Its Secretary

CITY OF PLYMOUTH

By: Julie A. Johnson  
Its Mayor

And by: Laurie Ahrens  
Its Manager



**AMENDMENT TO COOPERATIVE AGREEMENT  
FOR PARKERS LAKE IMPROVEMENTS**

THIS AGREEMENT is made as of this 15<sup>th</sup> day of October, 2009, by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (hereinafter the "Commission"), and the City of Plymouth, a Minnesota municipal corporation (hereinafter the "City").

WITNESSETH:

WHEREAS, the City and the Commission are parties to an agreement dated April 21, 2005, entitled COOPERATIVE AGREEMENT FOR PARKERS LAKE IMPROVEMENTS (hereinafter the "Agreement"); and

WHEREAS, the parties have determined that it is reasonable, prudent, and in the interest of the public to amend the Agreement, as hereinafter provided, to improve the effectiveness of water quality improvements to be constructed pursuant to the Agreement.

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

- I. Attachment One referred to in paragraph 1 of the Agreement is amended in accordance with Attachment Two, attached hereto and hereby made a part of this Amendment.
- II. Paragraph 5 of the Agreement is amended to read as follows:

The Commission will allocate the sum of Fifty-Six Thousand Dollars (\$56,000) for the Project. Out-of-pocket costs related to the Project incurred and paid by the Commission for publication of notices, securing County tax levy, preparation of contracts, review of proposed contract documents and administration of this Agreement shall be repaid from funds received in the tax settlement from Hennepin County. The sum of Fifty-Six Thousand Dollars (\$56,000), less reimbursement to the Commission for such expenses,

is 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 upon request for payment from the City providing such detailed information as may be requested by the Commission to substantiate costs and expenses.

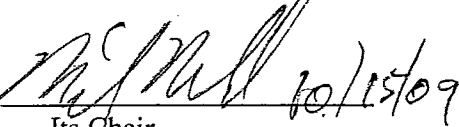
III. Paragraph 6 of the Agreement is amended to read as follows:

Reimbursement to the City will not exceed the amount of Fifty-Six Thousand Dollars (\$56,000) less any amounts retained by the Commission for its expenses. All costs for 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.

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

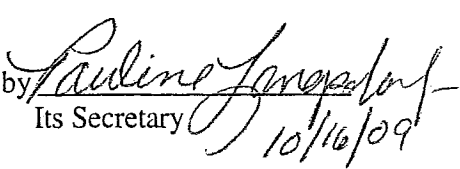
  
Its Chair

CITY OF PLYMOUTH


By

  
Its Mayor

And by

  
Its Secretary

And by

  
Its Manager

# REQUEST FOR PAYMENT

DATE: February 1, 2010

FOR PERIOD

PLACE: Plymouth, MN

FROM: 1-1-10 TO 1-31-10.

PROJECT: Circle Park Improvements

PROJECT NO.: 9117 FILE NO.: \_\_\_\_\_

SPECIFIED CONTRACT  
COMPLETION

DATE: June 15, 2010

CONTRACTOR: G. F. Jedlicki

ADDRESS: 14203 West 62<sup>nd</sup> Street

Eden Prairie, MN 55346

REQUEST FOR PAYMENT NO.: 1

## SUMMARY:

1. Original Contract Amount		\$ <u>40,331.00</u>
2. Change Order - ADDITION	\$ <u>0.00</u>	
3. Change Order - DEDUCTION	\$ <u>0.00</u>	
4. Revised Contract Amount		\$ <u>40,330.00</u>
5. Value Completed to Date		\$ <u>43,362.50</u>
6. Material on Hand		\$ <u>0.00</u>
7. Amount Earned		\$ <u>43,362.50</u>
8. Less Retainage <u>5</u> %		\$ <u>2,168.13</u>
9. Less Liquidated Damages		\$ <u>0.00</u>
10. Sub-Total		\$ <u>41,194.37</u>
11. Less Amount Paid Previously		\$ <u>0.00</u>
12. AMOUNT DUE THIS REQUEST FOR PAYMENT NO.: <u>1</u>		\$ <u><u>41,194.37</u></u>

## OWNER APPROVAL:

By: [Signature]

By: Robert L. Mosberg

Approved By: (CONTRACTOR)

By: [Signature]

By: \_\_\_\_\_

# REQUEST FOR PAYMENT

9117

DATE: February 1, 2010

FOR PERIOD

PLACE: Plymouth, MN

FROM: 2-1-10 TO 3-31-10

PROJECT: Circle Park Improvements

PROJECT NO.: 9117 FILE NO.: \_\_\_\_\_

SPECIFIED CONTRACT  
COMPLETION

DATE: June 15, 2010

CONTRACTOR: G. F. Jedlicki

ADDRESS: 14203 West 62<sup>nd</sup> Street

Eden Prairie, MN 55346

REQUEST FOR PAYMENT NO.: 1

## SUMMARY:

1. Original Contract Amount		\$ <u>40,331.00</u>
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3. Change Order - DEDUCTION	\$ <u>0.00</u>	
4. Revised Contract Amount		\$ <u>40,330.00</u>
5. Value Completed to Date		\$ <u>50,276.27</u>
6. Material on Hand		\$ <u>0.00</u>
7. Amount Earned		\$ <u>50,276.27</u>
8. Less Retainage <u>5</u> %		\$ <u>2,513.81</u>
9. Less Liquidated Damages		\$ <u>0.00</u>
10. Sub-Total		\$ <u>47,762.46</u>
11. Less Amount Paid Previously		\$ <u>41,194.37</u>
12. AMOUNT DUE THIS REQUEST FOR PAYMENT NO.: <u>2</u>		\$ <u><u>6,568.09</u></u>

## OWNER APPROVAL:

By: Dunk Arch

By: Robert L. Moberg

Approved By: (CONTRACTOR)

By: [Signature]

By: Garnett Jedlicki

Premium Tree Protection, LLC  
 5253 34th Ave S  
 Minneapolis, MN 55417  
 (612)554-0054

9117  
**Statement**

DATE	STATEMENT #
09/22/2010	1019

TO
Judy Piroyan 435 Lanewood Lane Plymouth 55447

Date	Activity	Amount	BALANCE		
08/21/2010	Balance forward		0.00		
08/25/2010	Invoice #1230	310.66	310.66		
09/02/2010	Payment #6941	-310.66	0.00		
		<div>(+155.33)</div> <div>OK TO PAY 50%</div> <div>TO JOY P.</div> <div>PO# 2010-3163</div> <div>CLOSE PO</div> <div>Link Arch</div>			
CURRENT DUE	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	90+ DAYS PAST DUE	AMOUNT DUE
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

# REQUEST FOR PAYMENT

9117

DATE: October 1, 2010

FOR PERIOD

PLACE: Plymouth, MN

FROM: 4-1-10 TO 10-01-10

PROJECT: Circle Park Improvements

PROJECT NO.: 9117 FILE NO.: \_\_\_\_\_

SPECIFIED CONTRACT  
COMPLETION

DATE: June 15, 2010

CONTRACTOR: G. F. Jedlicki

ADDRESS: 14203 West 62<sup>nd</sup> Street

Eden Prairie, MN 55346

REQUEST FOR PAYMENT NO.: 3 & FINAL

## SUMMARY:

1. Original Contract Amount		\$ <u>40,331.00</u>
2. Change Order - ADDITION	\$ <u>0.00</u>	
3. Change Order - DEDUCTION	\$ <u>0.00</u>	
4. Revised Contract Amount		\$ <u>40,330.00</u>
5. Value Completed to Date		\$ <u>52,331.27</u>
6. Material on Hand		\$ <u>0.00</u>
7. Amount Earned		\$ <u>52,331.27</u>
8. Less Retainage <u>0</u> %		\$ <u>0.00</u>
9. Less Liquidated Damages		\$ <u>0.00</u>
10. Sub-Total		\$ <u>52,331.27</u>
11. Less Amount Paid Previously		\$ <u>47,762.46</u>
12. AMOUNT DUE THIS REQUEST FOR PAYMENT NO.: <u>3 &amp; FINAL</u>		\$ <u><u>4,568.81</u></u>

## OWNER APPROVAL:

By: Deuk Anke

By: Robert L. Moberg

Approved By: (CONTRACTOR)

By: [Signature]

By: \_\_\_\_\_

## BCWMC Education & Public Outreach Committee

October 8, 2010 – 9:00 A.M. – Plymouth City Hall

Members present: Liz Thornton, Margie Vigoren, Ted Hoshal and Pauline Langsdorf

### Salt Brochure

We discussed the residential and commercial snow and ice care brochure being designed by WMWA and recommend that the commercial brochure be printed in limited quantity. We recommend that the residential snow and ice care information be made available to our cities in two formats. One format is a tri-fold brochure and the second format should be one panel of the tri-fold brochure. The smaller piece should be designed to use as a utility billing insert. We recommend that these be sent to the cities as an e-mail attachment. Cities can then print them as they want to use them, or if there is sufficient interest we can print them provided the cost fits within our budget.

WMWA is discussing the snow/ice brochure on salt use on October 12. If WMWA decides that a printing will be done, we will take part in the cost provided it fits BCWMC needs and is within the limits of our 2010 Education and Public Outreach budget. A newsletter article is being written for use by the cities as they see fit. WMWA will also produce a 10 minute powerpoint presentation on the subject of salt use for snow and ice winter maintenance, we recommend making it available to our cities for their use and also offering presentations to various organizations. The presenter is to be decided as there is a need.

#### *Recommendations:*

*The Education and Public Outreach Committee recommends that we share in the cost of ordering copies of the Commercial Snow & Ice Care brochure through WMWA. The money is to come from the BCWMC Education and Public Outreach Committee budget.*

*We also recommend that if additional printing is determined to be needed for the various versions of the Snow & Ice Care brochures that we participate with WMWA in our share of these costs so long as the amount fits within our Education and Public Outreach Committee budget.*

### **Education & Outreach Plan (EOP)**

Significant progress was made on writing the EOP for the BCWMC. We hope to have it ready to present at the January 2011 meeting of the BCWMC. The BCWMC does not have a mission statement. The Board of Water and Soil Resources (BWSR) guidelines for an EOP suggest that the Watershed Management Organization's mission statement be stated at the beginning of the EOP. We are drafting a mission statement to be submitted to the BCWMC. We welcome suggestions from others.

Margie Vigoren shared a brief survey, "Make a Difference", that she has used at various events. We will consider including something like as part of our EOP at various activities.

### **Other Things Discussed**

- It was suggested that producing a brochure on Lawn Care Guidelines be considered.

- We appreciate the information we have received from commissioners and others for inclusion in our collected material about Bassett Creek.
- It was suggested that commissioners keep track of the hours they spend on commission work in order to have some idea of the number of volunteer hours that are being spent on BCWMC work.

### **History – Materials Collection and Contacts**

Ted Hoshal shared a great deal of Bassett Creek history that he has collected. Other committee members reported on contacts they have had during the past month on this topic.

Next BCWMC Meeting - October 28 – 9:00 A.M. - Plymouth City Hall

Notes by Pauline Langsdorf



## **West Metro Watershed Alliance WMWA**

**October 12, 2010 – 8:30 A.M. – Plymouth City Hall**

### **Snow and Ice Care Communication Pieces**

WMWA members revised drafts of a Residential Snow and Ice Care brochure, a Commercial Snow and Ice Care brochure and a short article that will be made available to cities to use or adapt for an article in their newsletters. WMWA will also develop a piece with residential information to be used as an insert with utility bills. These four pieces will be e-mailed to contacts in all cities in the WMWA watersheds with a request that they let WMWA know:

- If they are interested in using these informational pieces
- If they are interested, which formats they prefer
- If they want hard copies and if so, how many they want – or would they prefer to print them in-house as they are needed

We hope to have this information collected and to be able to report on it by the time of the October BCWMC meeting.

WMWA received a favorable bid on printing the brochures. WMWA decided to have 5,000 copies of the Commercial Snow and Ice Care brochure printed. BCWMC will receive a minimum of 1,000 copies to be divided between BCWMC cities. The cost is estimated to be \$72/1,000 copies and up to \$100 if we receive more than 1,000. This brochure is intended for distribution to apartment/condo managers, shopping center managers and managers of other businesses.

WMWA decided not to print the residential brochure or billing insert until we receive input back from the cities regarding their preference in format and interest in using the piece. WMWA also needs to know if they prefer to print in-house or be part of a larger group printing.

A short, approximately 10 minute, powerpoint presentation on snow and ice care is being developed and will be made available for use by all members of WMWA.

### **Other Projects**

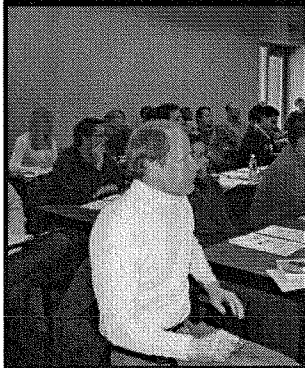
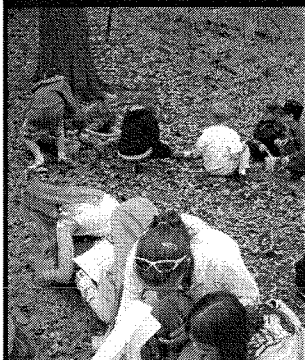
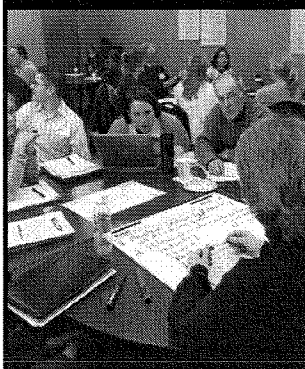
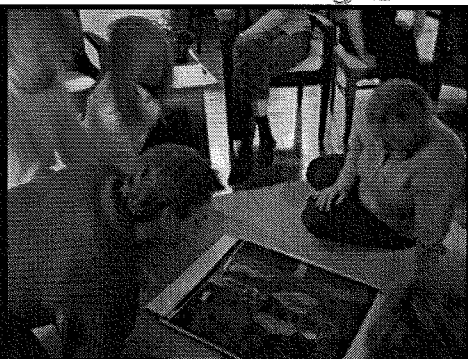
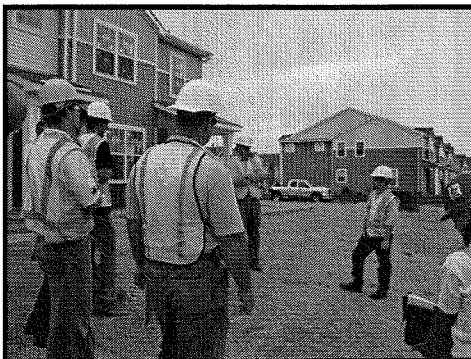
WMWA members discussed holding workshops on a number of watershed issues in 2011. These are in the early stages of discussion.

We were reminded of the Road Salt Applicators Workshop that is being held on November 3<sup>rd</sup> at the Plymouth Ice Center.

Next WMWA meeting is November 9<sup>th</sup> at 8:30 a.m. – location to be determined



6B.



## Save the Date

Wednesday, November 3, 2010  
8:30-11:30am

### Please join Metro WaterShed Partners in a **Watershed Education Roundtable Discussion**

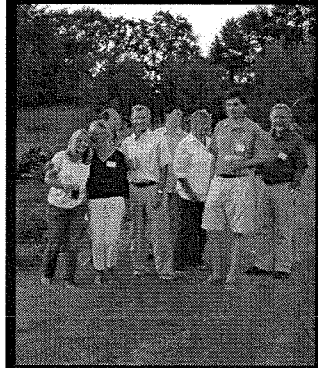
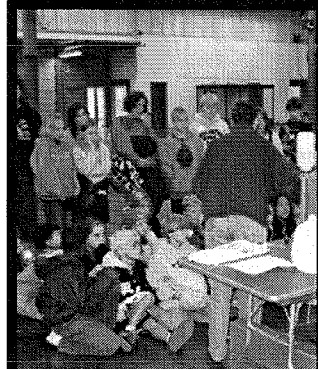
This event will feature a panel of speakers  
addressing two important questions:

- Does watershed education make a difference?
- How do we define success in our  
education programs?

Come to hear their surprising answers and  
to share your thoughts on the topic. You do  
not need to be a WaterShed Partner, nor a  
watershed educator to attend.

Kay Fredericks Room - Klas Center  
1535 Taylor Avenue St. Paul  
Hamline University

Invitation and agenda to follow.



**Metro WaterShed Partners**  
**Watershed Education Roundtable Discussion**

Wednesday, November 3, 2010

Kay Fredericks Room - Klas Center  
 1535 Taylor Avenue St. Paul  
 Hamline University

**AGENDA**

- 8:30-9:00am **Registration** (Coffee and refreshments)
- 9:00am **Opening remarks** – Tracy Fredin  
 Center for Global Environmental Education, Hamline University  
*Background of WaterShed Partners and its role in water education:  
 Where have we been, why are we here and where do we need to go?*
- 9:15am **Keynote Speaker** – Faye Sleeper  
 Water Resources Center, University of Minnesota  
*Framing education within Minnesota's Water Sustainability Framework*
- 9:30am **Panel Discussion** – Come prepared to share your questions.  
*What is watershed education and what is its role? How do we define and  
 measure the success of watershed education programs? How should we  
 prioritize education programs and strategies?*
  - Peggy Knapp – Freshwater Society
  - Dick Brooks – Action Media
  - Ron Kroese – McKnight Foundation
  - Jean Wagenius – Minnesota State Representative: District 62B
  - Cliff Aichinger – Ramsey Washington Metro Watershed District
- 11:00am **Closing Discussion** – Lyndon Torstenson  
 National Park Service, Mississippi National River & Recreation Area
  - *Where do we go from here as educators, managers and decision makers?*
  - *How can Metro WaterShed Partners help to continue this discussion?  
 Are there specific topics or issues that could be addressed at  
 WaterShed Partners meetings in 2011?*
- 11:30am **Adjourn**

*Your RSVP is appreciated, but not required.*  
 Jana Larson: (651) 523-2812, jlarson25@gw.hamline.edu



Geoff Nash, P.G.  
Watershed Consulting, LLC

Administrator's Report  
Bassett Creek Watershed Management Commission  
October 21, 2010

1. Spoke to Joel Settles regarding Hennepin County's options for funding CIP projects. Hennepin County Commissioners have not yet been briefed. Hennepin County Lakes Report will be provided to me as soon as it is made public.
2. Met with Barr Engineering to learn how to do annual estimate of money in CIP fund. Administrator will assume this duty next year.
3. Responded to Hennepin County Tax Accounting Department's questions on BCWMC levy submittal. County was two weeks ahead of schedule because watershed districts have earlier submittal deadline.
4. Conducted Sweeney Lake stakeholders meeting on September 30. Resulted in a meeting with the MPCA to reappraise the phosphorus load reduction for the TMDL.
5. The meeting with MPCA to reappraise the phosphorus load reduction for the Sweeney Lake TMDL was held on October 14. Jeff Oliver, Len Kremer, Ron Leaf (SHE) and I met with Brooke Asleson and John Erdmann of the MPCA.
6. Wrote and organized minutes for September 30 stakeholders meeting.
7. Made changes to draft policy manual recommended by the Administrative Services Committee.
8. Jeff Oliver, Len Kremer, Ron Leaf (SEH) and I met with the MPCA on Thursday, October 14 to reassess the phosphorus load reduction for the Sweeney Lake TMDL.
9. Tabulated results from first TAC questionnaire on new ideas for 3<sup>rd</sup> generation watershed management plan.
10. Sent second TAC questionnaire soliciting ideas for 3<sup>rd</sup> generation watershed management plan.



Item 8A

October 7, 2010

Mr. Tom Mathisen  
City Engineer  
City of Crystal  
4141 North Douglas Drive  
Crystal, MN 55422

Mr. Guy Johnson  
Director of Public Works  
City of New Hope  
4401 Xylon Avenue North  
New Hope, MN 55428

Ms. Jeannine Clancy  
Director of Public Works  
City of Golden Valley  
7800 Golden Valley Road  
Golden Valley, MN 55427-4588

Steve Deuth  
Senior Engineering Technician  
City of Plymouth  
3400 Plymouth Blvd  
Plymouth, MN 55447

Ms. Lois Eberhart  
Water Resource Administer  
City of Minneapolis  
Engineering Design  
309 Second Avenue South, Rm. 300  
Minneapolis, MN 55401-2268

Mr. Richard McCoy  
City Engineer  
City of Robbinsdale  
4100 Lakeview Avenue North  
Robbinsdale, MN 55422

Ms. Liz Stout  
Water Resources Engineer  
City of Minnetonka  
14600 Minnetonka Boulevard  
Minnetonka, MN 55345

Ms. Laura Adler  
Engineering Program Coordinator  
City of St. Louis Park  
5005 Minnetonka Boulevard  
St. Louis Park, MN 55416

Ms. Cheri Templeman  
PO Box 47091  
Plymouth MN 55447

**Re: Bassett Creek Watershed Erosion Control Inspections  
October 5-7, 2010**

We have inspected construction sites in the Bassett Creek Watershed for conformance to erosion and sediment control policies. Listed below are construction projects and the improvements needed for effective erosion control. The sites were inspected October 5-7, 2010. Please review the following for your respective city.

**City of Crystal**

None to report

**City of Golden Valley**

None to report

**City of Medicine Lake**

None to report

**City of Minneapolis**

None to report

**City of Minnetonka**

None to report

**City of New Hope**

None to report

**City of Plymouth**

None to report

**City of Robbinsdale**

None to report

**City of St. Louis Park**

None to report

The following developments were found to be in compliance with erosion and sediment control policies:

**City of Crystal**

None to report

**City of Golden Valley**

Crown Packaging (inactive)  
Golden Meadows (inactive)  
Golden Ridge (inactive)  
Golden Valley Pavement Management Plan  
Laurel Hills East Condominiums  
Miner Site (construction not started)  
North Hennepin Regional Trail / Golden Valley Trail Phase 2  
North Wirth Business Center  
Struther's Parking Lot Repavement  
Theodore Wirth Pedestrian Bridge

**City of Medicine Lake**

None to report

**City of Minneapolis**

Van White Memorial Boulevard (inactive)

### **City of Minnetonka**

Austrian Pines (inactive)  
Cantera Woods (inactive)  
Crest Ridge Corporate Center (inactive)

### **City of New Hope**

Hillside Terrace (inactive)  
Rome Co. (construction not started)

### **City of Plymouth**

Auer Steel Site Improvements  
Banner Engineering (construction not started)  
Bassett Creek Office Center  
Beacon Academy (inactive)  
County Rd 9 & 61 Erosion Repair  
Executive Woodlands (inactive)  
Four Points  
Hidden Acres  
Hilde Performance Center  
Larkin Pond  
1900 E Medicine Lake Dr (inactive)  
Plymouth Covenant Church  
Plymouth Creek Ponds  
Plymouth Crossing Station (construction not started)  
Plymouth Interceptor Emergency Repairs  
Remax  
South Shore Dr Reconstruction/Bridge  
Timber Creek Improvements  
Waterford Office Plaza (inactive)  
Wood Creek  
Woods at Medicine Lake (inactive)

### **City of Robbinsdale**

None to report

### **City of St. Louis Park**

Parkside Lofts (inactive)

The following development has been completed and removed from the inspection list:

### **City of Minnetonka**

Sherwood Forest Neighborhood Street Reconstruction

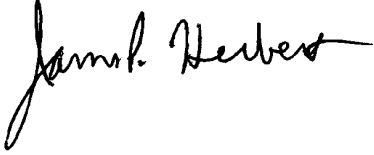
### **City of Plymouth**

Birchview Elementary Site Improvements  
Campus Drive Culvert Replacement



Contact me at 952-832-2784 ([jherbert@barr.com](mailto:jherbert@barr.com)) or Kim Johannessen at 952-832-2686 ([kjohannessen@barr.com](mailto:kjohannessen@barr.com)) if you have questions regarding these comments.

Sincerely,

A handwritten signature in black ink that reads "James P. Herbert". The signature is written in a cursive, flowing style.

James P. Herbert, P.E.  
Barr Engineering Co.  
Engineer's for the Commission

4700 West 77<sup>th</sup> Street  
Minneapolis MN 55435-4803

c: Mr. Jeff Oliver, City of Golden Valley  
Mr. Dennis Daly, City of Minneapolis  
Mr. Patrick Hanlon, City of Minneapolis  
Mr. Robert Moberg, City of Plymouth