



Bassett Creek Watershed Management Commission

A g e n d a

11:30 a.m., Thursday, October 15, 2009

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 one motion. There will be no discussion of these items unless a BCWMC commissioner so requests in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.
3. **CITIZEN INPUT ON NON-AGENDA ITEMS**
4. **ADMINISTRATION**
 - A. **Presentation of September 17 Meeting minutes ***
 - B. **Presentation of Financial Statements ***
 - C. **Presentation of Invoices for Payment Approval**
 - i. **Kennedy & Graven – Legal Services through August 31, 2009**
 - ii. **Barr Engineering – Engineering Services through September 25, 2009**
 - iii. **Amy Herbert – September Administrative Services**
5. **NEW BUSINESS**
 - A. **Maintenance of Bassett Creek Watershed Channel Restoration Projects** (*see memo from Barr*)
 - B. **BCWMC Review of City of Crystal's Local Surface Water Management Plan** (*see review from Barr*)
 - C. **Education and Public Outreach Committee**
 - a. **Teacher Focus Group** (*see October 5th memo from Education & Outreach Committee*)
 - D. **Ballpark Authority Easement Agreement**– *verbal report*
6. **OLD BUSINESS**
 - A. **Circle Park Pond Improvements: Plymouth** (*see memo from Barr*)
 - B. **Proposed BCWMC Projects for Clean Water Fund Grant Application** (*see memo from Barr*)
 - C. **Discuss Revisions to the BCWMC's Joint Powers Agreement** (*see memo from Charlie LeFevere; see Agreement posted on BCWMC Web site and on the Commissioner Training CD-ROM*)
 - D. **Collateralization of BCWMC Funds** – *verbal update*
 - E. **Wirth Lake TMDL Study** – *verbal update*
 - F. **Sweeney Lake TMDL Study** – *verbal update*
7. **COMMUNICATIONS**
 - A. **Chair**
 - B. **Commissioners**
 - C. **Committees**
 - D. **Counsel ***
 - E. **Engineer**
8. **INFORMATION ONLY**
 - A. **Administrative Reviews**
 - B. **Inspection Memo**
9. **ADJOURNMENT**

Bassett Creek Watershed Management Commission

Minutes of the Meeting of September 17, 2009

1. Call to Order

The Bassett Creek Watershed Management Commission (BCWMC) was called to order at 11:35 a.m., Thursday, September 17, 2009, at Golden Valley City Hall by Chair Welch. Ms. Herbert conducted roll call.

Roll Call

<i>Crystal</i>	Commissioner Pauline Langsdorf, Secretary	<i>Counsel</i>	Charlie LeFevere
<i>Golden Valley</i>	Commissioner Linda Loomis, Treasurer	<i>Engineer</i>	Len Kremer
<i>Medicine Lake</i>	Commissioner Cheri Templeman	<i>Recorder</i>	Amy Herbert
<i>Minneapolis</i>	Commissioner Michael Welch, Chair		
<i>Minnetonka</i>	<i>Not represented</i>		
<i>New Hope</i>	Commissioner Daniel Stauner		
<i>Plymouth</i>	Alternate Commissioner Liz Thornton		
<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
 Jack Frost, Metropolitan Council
 Dave Hanson, Alternate Commissioner, City of Golden Valley
 Jeff Lee, Barr Engineering Company
 Randy Lehr, Three Rivers Park District
 Tom Mathisen, BCWMC Technical Advisory Committee, City of Crystal
 Jeff Oliver, BCWMC Technical Advisory Committee, City of Golden Valley
 Justin Riss, Alternate Commissioner, City of St. Louis Park
 Stu Stockhaus, Alternate Commissioner, City of Crystal
 Liz Stout, BCWMC Technical Advisory Committee, City of Minnetonka

2. Approval of Agenda and Consent Agenda

Chair Welch announced that item 7A – Tax Levy Request to Hennepin County does not require a resolution as indicated on the agenda and requested that agenda be amended to instead include the certification of the levy request. Ms. Loomis moved to approve the agenda as amended. Ms. Thornton seconded the motion. The motion carried unanimously [Cities of Minnetonka and Robbinsdale absent from the vote]. Chair Welch requested the removal of the August 20, 2009, BCWMC meeting minutes from the Consent Agenda. Ms. Loomis moved to approve the Consent Agenda as amended. Mr. Stauner seconded the motion. The motion carried unanimously [Cities of Minnetonka and Robbinsdale absent from the vote].

3. Citizen Input on Non-Agenda Items

Mr. Asche, City of Plymouth, announced that the City of Plymouth will be holding a pre-construction meeting for West Medicine Lake Park Pond at 10:00 a.m. on September 30, 2009, in the Medicine Lake Room at Plymouth City Hall.

4. Administration

- A. Presentation of the August 20, 2009, BCWMC meeting minutes. Chair Welch asked Mr. Hanson

to clarify his statement from last month, on page 4 of the minutes, regarding algae. Mr. Hanson clarified that the word “weeds” could be added to his statement reflected in the minutes. Chair Welch clarified his statement on page 6 of the minutes regarding distribution of links to the Commission via e-mail and stated that the Commission should e-mail links to the BCWMC recording administrator for distribution to the Commission. Ms. Loomis requested that item B on page 3 be corrected to read “See 6A – Feasibility Report for Plymouth Creek Restoration Project.” Chair Welch moved to approve the minutes as amended. Ms. Loomis seconded the motion. The motion carried unanimously [Cities of Minnetonka and Robbinsdale absent from the vote].

B. Presentation of the Financial Statement. The September financial report was received and approved as part of the Consent Agenda.

The general and construction account balances reported in the September 2009 Financial Report are as follows:

<u>Checking Account Balance</u>	<u>560,764.78</u>
<i>TOTAL GENERAL FUND BALANCE</i>	<i>560,764.78</i>
<u>Construction Account Cash Balance</u>	<u>2,623,486.52</u>
<u>Investment due 10/18/2010</u>	<u>533,957.50</u>
<i>TOTAL CONSTRUCTION ACCOUNT BALANCE</i>	<i>3,668,479.60</i>
<u>-Less: Reserved for CIP projects</u>	<u>3,668,479.60</u>
<i>Construction cash/ investments available for projects</i>	<i>(511,035.58)</i>

C. Presentation of Invoices for Payment Approval.

Invoices:

- i. Kennedy & Graven – Legal Services through July 31, 2009 - invoice for the amount of \$1,624.80.
- ii. Barr Engineering Company – August Engineering Services - invoice for the amount of \$25,911.55.
- iii. Amy Herbert – August Recording Administrator Services - invoice for the amount of \$1,957.15.
- iv. Finance & Commerce – Public Hearing Notice Publication - invoice for the amount of \$166.00.
- v. Shingle Creek Watershed – BCWMC’s portion of the cost of “10Things” brochure printing - invoice for the amount of \$666.09.

Ms. Loomis moved to approve payment of all invoices. Ms. Thornton seconded the motion. By call of roll, the motion carried unanimously [Cities of Minnetonka and Robbinsdale absent from the vote].

5. Public Hearing

Chair Welch remarked that he had hoped to see members of the public attend this hearing and asked if there was any interest by the Commission to delay the hearing. Since there were following agenda items being based on the public hearing being conducted, the Commission decided it would not delay the public hearing. Chair Welch suggested the Commission look at additional efforts to publicize its public hearings beyond the legal requirements that the Commission currently follows.

Ms. Thornton moved to open the public hearing. Ms. Loomis seconded the motion. The motion carried unanimously [Cities of Minnetonka and Robbinsdale absent from the vote].

Chair Welch announced that the purpose of the public hearing was to hear public testimony and comments of the member cities regarding two of the proposed improvements contained in the BCWMC's Resolution 09-04 , adopted July 16, 2009, approving a minor plan amendment to the BCWMC's *Watershed Management Plan*. He stated that the minor plan amendment includes the consideration of construction of the following two projects in the Plan's Table 12-2, Water Quality Management and Flood Control 10-Year Capital Improvement Program (CIP):

- Plymouth Creek One (PC-1), which is proposed to restore the channel of Plymouth Creek from West Medicine Lake Road to 26th Avenue North in the City of Plymouth.
- Bassett Creek Main Stem, Reach 2, which is proposed to restore the channel from the City of Crystal-City of Golden Valley boundary to Regent Avenue in the City of Golden Valley.

Mr. Jeff Lee of Barr Engineering provided a brief PowerPoint presentation describing the projects.

Chair Welch reported that Barr Engineering has found out that an Environmental Assessment Worksheet likely will not be required for the Bassett Creek Main Stem project. He added that the Bassett Creek Main Stem project is included in the BCWMC's Resource Management Plan (RMP). He stated that the Plymouth Creek Restoration project will require an Environmental Assessment Worksheet and said the project still has some uncertainties since some easements still are not secured due to the project taking place on public and private land and since wetland mitigation will be necessary. Chair Welch asked Mr. Asche when the City of Plymouth will begin the EAW process. Mr. Asche replied that the City plans to begin the process in the end of October. Chair Welch said that because the project is included in the RMP, the EAW process will be easier since some of the groundwork has been completed through the RMP.

Chair Welch said he encourages the Commission staff to work with the cities regarding the language in the contracts regarding the terms of the guarantees of the plants used in the restoration projects. Chair Welch said he has no problem considering as a project cost the cost of the follow-up work with the plantings because ensuring the success of the plantings is part of the implementation of the project.

Mr. Mathisen asked if the City of Plymouth would need to continually respond to public calls regarding maintenance of the project on private property. Chair Welch said it is up to the City whether it decides to enter into agreements with the property owners. Mr. Lee asked if the BCWMC would want to involve the property owners in the design process because that could be accommodated. Mr. Stauner said the BCWMC should look at the type of easements that would be needed in order to ensure the success of the project.

Chair Welch said the BCWMC would be overstepping its bounds if it specified what kind of agreements the cities could enter into with its residents but that the BCWMC could offer encouragement to the cities regarding the agreements the cities enter into. Mr. Stauner disagreed with the comment that the BCWMC would be overstepping its bounds and said the issue is worth looking into by the Commission.

Chair Welch asked if the Commission wanted a more structured discussion regarding maintenance of CIP projects. Mr. Mathisen suggested it would be a good issue for the BCWMC's Technical Advisory Committee (TAC) to discuss. Chair Welch said he would work with staff to develop some type of discussion item on the issue and that the Commission should define the issue better before sending it to the TAC. Chair Welch said the Administrative Services Committee should look at the task of sending letters to property owners affected by the project. Mr. LeFevere recommended that the BCWMC

check with their member cities regarding their public engagement processes. Ms. Loomis commented that she didn't think it is fair to target one population over another especially since the property owners aren't the ones paying the bulk of the cost of the projects. She stated that it is the citizens who don't live on the creek who are paying for the majority of cost the projects. Ms. Loomis added that the citizens who are directly impacted by the project have been notified by the cities.

Chair Welch asked if the Commission should consider including a function and values assessment of wetlands as part of feasibility studies in order to get a better sense of what the mitigation issues might be. Chair Welch also recommended that the feasibility studies' Executive Summary should include highlights of important issues in a half-paragraph of bullet points.

Chair Welch called for additional comments and testimony. Upon hearing none, Chair Welch ordered the public hearing closed.

6. New Business

- A. Hennepin County Stream Bank Stabilization Grants.** Chair Welch announced that Hennepin County has been granted \$500,000 from the state for streambank stabilization projects and that the deadline for applications is October 16th. He announced that the Minnesota Board of Water and Soil Resources also has money available through a grant program.

Mr. Kremer recommended that the Commission should not only ask for assistance from Hennepin County on the Bassett Creek Main Stem project but should also make the County aware of a need for assistance on the future projects including: the Main Stem restoration project slated for 2012, the North Branch project slated for 2013, and the Plymouth Creek project slated for 2015. He stated that he thought that Hennepin County is very effective in getting the attention of the legislature and that there is interest in by the County in getting Clean Water Legacy funds directed toward the many projects that are needed in the metro area.

Mr. Asche and Mr. Oliver stated that their cities plan to apply for the Hennepin County grant funds. Chair Welch stated that it seems to make sense to make the applications come jointly from the BCWMC and the cities instead of submitting competing applications. Chair Welch asked how the Commission would handle the costs offset by the grant funds. Mr. LeFevere said the BCWMC agrees with the cities to reimburse the cities up to a certain amount. He said that if the costs to the city are less than the amount the Commission agreed it would reimburse to the cities, then the Commission would have money left over in its CIP closed projects account fund.

Mr. Kremer said if the cities of Plymouth and Golden Valley are preparing applications, then the Commission could draft a letter indicating the projects are part of the CIP of the Commission and the cities could include the letter as part of their applications. Chair Welch directed staff to draft the letter for his signature.

Mr. Kremer reported that the applications for the Clean Water Fund grants are due by December 1, 2009. Chair Welch directed Barr to prepare a discussion of all the potential projects the BCWMC should consider for its application of the grant funds and that the Commission will include the discussion at its October meeting. Ms. Lansgdorf stated that education money is supposed to be available as part of the grant funds and asked if there is any information on it yet. Mr. Kremer said not yet but maybe by the Commission's October meeting.

- B. Resolution 09-05 Ordering Projects and Executing Cooperative Agreements for Main Stem and Plymouth Creek Projects.** Mr. LeFevere summarized the resolution and stated that the Cooperative Agreement for the Bassett Creek Main Stem would need to be revised and would be

brought back in front of the Commission at the October BCWMC meeting.

Ms. Loomis asked why the cost of the Bassett Creek Main Stem project is being divided into two levy years whereas the full cost of the Plymouth Creek project is included in this year's tax levy request. Mr. Kremer responded that the Bassett Creek Main Stem project was scheduled on the CIP for completion one year after the completion of the Plymouth Creek project.

Chair Welch asked if the Commission is precluded from paying for a CIP project that has been ordered and completed from its CIP funds even if it hasn't specifically levied that project to the county. Mr. LeFevere said the Commission could use the funds that it has in its closed project fund or it could pay in advance of the project as long as the Commission has enough funds to honor its obligations for reimbursement to the cities. Mr. LeFevere said that after the Commission certifies its levy request to the County by October 1st, the BCWMC could let the County know its request is lower than the original request.

Mr. Stauner moved to approve Resolution 09-05 "A Resolution Ordering 2010 Improvements, Designating Members Responsible for Construction, and Making Findings, Pursuant to Minnesota Statutes, Section 103B.251" with the deletion of the last sentence per Mr. LeFevere. Ms. Thornton seconded the motion. The motion carried unanimously [Cities of Minnetonka and Robbinsdale absent from the vote].

Chair Welch asked Mr. LeFevere to spend no more than five hours to make sure he is comfortable with how the Commission has proceeded on this issue and if he is not comfortable then to contact him in the next four or five days.

7. Old Business

- A. **Tax Levy Request to Hennepin County and Certification of Levy Request.** Under New Business item B, the Commission approved Resolution 09-05, which included the Commission's requested 2010 tax levy request that it will certify to Hennepin County by October 1st.
- B. **Resolution 09-06 Approving the Local Water Management Plan Prepared by St. Louis Park.** Ms. Loomis moved to approve Resolution 09-06. Mr. Stauner seconded the motion. The motion carried unanimously [Cities of Minnetonka and Robbinsdale absent from the vote.]
- C. **Individual vs. Categorical Approach to TMDL Waste Load Allocations and TAC Recommendation.** Chair Welch gave an overview of Total Maximum Daily Load studies and gave the background on how the Minnesota Pollution Control Agency (MPCA) asked the BCWMC if it wants to serve as a manager of the process whereby the implementation plan takes place. He said it would be a significant responsibility for the Commission and would show significant trust by the member cities. Chair Welch reported that the MPCA responded via letter to the Commission's questions of the MPCA regarding the categorical wasteload allocation and the manager role of the categorical wasteload allocation.

Mr. Kremer said the TAC reviewed the MPCA's letter and discussed the categorical vs. individual wasteload allocation approach. He said the TAC decided that the categorical approach provides flexibility to the cities to negotiate amongst themselves how to achieve the load reductions. Mr. Kremer said the TAC decided that the cities should be included in the categorical wasteload allocation and that in the absence of an agreement with Hennepin County that Hennepin County should get an individual wasteload allocation and that per Mn/DOT's request, it should get an individual wasteload allocation. He said the TAC recommends that the wasteload allocation be made based on impervious surface within the watershed. He said the TAC also had a considerable discussion regarding the annual reporting of reductions to the MPCA and the TAC recommends

that the cities and the Commission jointly prepare a single annual report containing the load reductions for all TMDLs.

Chair Welch commented that if the Commission thinks the categorical approach is a good idea and if Hennepin County wants to be a part of it, the Commission should consider letting the County be a part of it if the Commission thinks it can work collaboratively with the County. Mr. Stauner said his interpretation of the TAC's discussion and recommendation is that Hennepin County wouldn't be included in the categorical wasteload allocation because the County wasn't clear on what it would be contributing. He said there is no agreement in place with the County at this time and until that is resolved, the best approach by the Commission is to give the County an individual allocation.

Chair Welch said the reasoning makes sense but there isn't an agreement in place with the member cities either. He said that the action of not including Hennepin County defers the difficult decision of how the parties should share the wasteload reduction burden. Ms. Loomis said the member cities do have the Joint Powers Agreement, which Hennepin County isn't a part of and perhaps when the Commission looks at revising its JPA it should look at it in light of the TMDL load allocations.

Mr. Kremer recommended that the Commission approve the preparation of a draft letter to the MPCA informing them that the BCWMC is willing to serve as a the categorical wasteload implementer for the Wirth Lake, Medicine Lake, and Sweeney Lake TMDLs. Ms. Loomis moved the recommendation from Mr. Kremer. Mr. Stauner seconded the motion. The motion carried with five votes in favor [Cities of Crystal, Golden Valley, Medicine Lake, New Hope, and Plymouth] and one vote against [City of Minneapolis]. One commissioner abstained from the vote [City of St. Louis Park]. Cities of Minnetonka and Robbinsdale were absent from the vote. Chair Welch directed staff to prepare that letter to the MPCA.

- D. **Sweeney Lake TMDL Report.** Chair Welch announced that a meeting that was scheduled between Alternate Commissioner Dave Hanson and Ron Leaf of SEH would be rescheduled so that it will be open to the public. Ms. Loomis moved to approve the draft Sweeney Lake TMDL report and to submit it to the MPCA. Ms. Thornton seconded the motion. Chair Welch said he sent to Ms. Herbert for distribution to the Commission comments that he had on the report that he wanted to put on the table for the Commission's consideration of possible inclusion in the report. Ms. Langsdorf asked if he had a recommendation that the Commission hadn't considered since the Commission has not discussed his comments. Chair Welch responded that he had some points that he wanted the Commission to consider asking Ron Leaf to include in the report. Chair Welch said he would not vote in favor of the motion on the table. The motion carried with five votes in favor [Cities of Crystal, Golden Valley, Medicine Lake, New Hope, and Plymouth] and one vote against [City of Minneapolis]. One commissioner abstained from the vote [City of St. Louis Park]. Cities of Minnetonka and Robbinsdale were absent from the vote. Chair Welch directed staff to prepare that letter to the MPCA.
- E. **Medicine Lake TMDL Update and TAC Recommendation.** Chair Welch passed around LimnoTech's PowerPoint presentation that was shared at the last Medicine Lake steering committee meeting. He said that the parties worked together to rectify a lot of the concerns of the Commission regarding the model. Mr. Kremer said that significant modifications were made to the model and that the focus of the presentation was on the modifications made and how it affected the predictions of the loading. He said the newly calibrated model shows that there needs to be a 1,250 pound reduction in phosphorus from the watershed tributary to Medicine Lake and that the load reduction from West Medicine Lake Park pond would be around 400 pounds, which is close to the amount the Commission had estimated. Chair Welch said that no Commission action is needed.

- F. Administrative Services Committee Update.** Chair Welch announced that the Administrative Services Committee met a couple of weeks ago and would meet again to develop specific tasks that will meet the priorities identified by the Commission. Ms. Loomis said the Commission ranked as an important priority the revision of the Joint Powers Agreement. She said the Committee would like to know what revisions the commissioners want to see. She said commissioners should e-mail their comments to Ms. Herbert for distribution to the Administrative Services Committee. Mr. LeFevere reminded the Commission that the Joint Powers Agreement can only be amended by approval of all of the member city councils. Chair Welch moved that counsel spend a couple of hours reviewing the JPA for housecleaning revisions and to prepare a memo for the Commission's review at the October meeting.

Chair Welch said the Administrative Services Committee recommends that the Commission contract with Springsted, Inc., to draft a position description for a position to provide administrative services to the Commission beyond the services of the Recorder and the staff. Mr. Stauner asked what it would cost. Ms. Loomis recommended putting a cap on the expense. Chair Welch recommended a motion that would authorize the Administrative Services Committee to contract with Springsted, Inc. to draft an administrative services request for proposals at a cost of no more than \$1,500. Ms. Loomis moved Chair Welch's recommendation. Ms. Thornton seconded the motion. The motion carried unanimously [Cities of Robbinsdale and Minnetonka absent from the vote].

- G. Discuss Revisions to the BCWMC's Joint Powers Agreement.** Deferred to October BCWMC meeting.

8. Communications

A. Chair:

- i. Chair Welch reported that he couldn't get the BCWMC a fall tour of the Minnesota Twins Stadium.
- ii. Chair Welch announced that the BCWMC anticipates receiving the City of Crystal's Local Surface Water Management Plan prior to the October meeting and that the Commission Engineer would like authorization to review the plan. Ms. Loomis moved to approve the authorization of the Commission Engineer to review the plan upon receipt. Ms. Langsdorf seconded the motion. The motion carried unanimously [Cities of Minnetonka and Robbinsdale absent from the vote].
- iii. Chair Welch stated that the Resource Management Plan was noticed by the U.S. Army Corps of Engineers as of September 3rd and the public comment process continues through October 3rd.

B. Commissioners:

- i. Ms. Loomis reminded the Commission that the November meeting is on Wednesday, November 18th instead of Thursday, November 19th.
- ii. Mr. Stauner announced that at 7:00 p.m. on October 7th he will be facilitating a Town Hall meeting for the residents around Northwood Lake.

C. Committees:

Education Committee

- i. Ms. Langsdorf announced that the BCMWC received an invitation from Meadowbrook School to be at its fall festival on October 24th and that Liz Thornton and Mary Karius plan to attend on behalf of the BCWMC.
- ii. Ms. Langsdorf announced that the Education and Public Outreach Committee is interested in conducting a teacher focus group on the teachers' water resource needs and what resources they would use. She said the Committee would like to reimburse the teachers for taking part in the focus group and recommends the total cost of up to \$1,000 come out of the Survey and Studies budget item. Ms. Langsdorf said the Education and Public Outreach Committee will bring this item in front of the Commission at its October meeting.
- iii. Ms. Langsdorf announced that the newspaper article on shoreline planting is ready but the Committee decided it wants to hold the article to be run in the spring. She said there will be an article completed soon on keeping leaves out of storm drains and hopefully it will be in the newspapers in the next few weeks.
- iv. Ms. Langsdorf reported that Clean Waters Minnesota, a subgroup of Watershed Partners, which the Commission has funded through its watershed education partnerships budget, has hired a photographer to obtain the types of pictures the Committee has not been able to find when it has looked for photos for educational materials. She said that one of the Committee members has worked with the photographer to obtain photographs of the subjects the Committee needs and the photos will eventually be posted on the Clean Water Minnesota Web site and available for the Commission and all the cities to use.
- v. Ms. Langsdorf said the Committee's next meeting will be on October 8th at 9:00 a.m. in the Medicine Lake Room at Plymouth City Hall. She said the Committee will continue its review of the Web site and will discuss the Meadowbrook fall festival. She announced that the Joint Education and Public Outreach Committee will meet on October 13th at 8:30 a.m. in the Medicine Lake Room at Plymouth City Hall.

D. Counsel: No Communications.

E. Engineer: Mr. Kremer followed up with the Commission regarding whether the MPCA would consider chemical treatment of lakes for grant funding and the MPCA has stated that it would only be considered as a last option.

9. Adjournment

Ms. Thornton moved to adjourn the meeting. Ms. Loomis seconded the motion. The motion carried unanimously [Cities of Minnetonka and St. Louis Park absent from the vote]. The meeting adjourned at 2:15 p.m.

Michael Welch, Chair

Date

Amy Herbert, Recorder

Date

Pauline Langsdorf, Secretary

Date

CHECKING ACCOUNT 0100339				
BEGINNING BALANCE	9-Sep-09			\$560,764.78
ADD:				
Transfer from Construction Fund			8,346.84	
		Total Revenue and Transfers In		8,346.84
DEDUCT:				
Checks:				
2186 Barr Engineering	Sept Eng Services	23,284.53		
2187 Amy Herbert	Sept Services	2,001.79		
2188 Kennedy & Graven	Aug Legal Services	3,285.55		
	Total Checks			28,571.87
ENDING BALANCE	8-Oct-09			\$540,539.75

	2009/10 BUDGET	CURRENT MONTH	YTD 2009/10	BALANCE
OTHER GENERAL FUND REVENUE				
ASSESSMENTS	449,875	0.00	449,874.00	1.00
PERMIT REVENUE	55,000	0.00	11,500.00	43,500.00
REVENUE TOTAL	504,875	0.00	461,374.00	43,501.00
EXPENDITURES				
ENGINEERING				
ADMINISTRATION	110,000	6,402.30	79,138.07	30,861.93
PLAT REVIEW	55,000	2,516.00	27,791.32	27,208.68
COMMISSION MEETINGS	13,000	2,624.55	10,018.70	2,981.30
SURVEYS & STUDIES	20,000	1,664.00	10,931.80	9,068.20
WATER QUALITY/MONITORING	49,000	1,217.66	14,999.60	34,000.40
WATER QUANTITY	11,000	398.20	4,618.95	6,381.05
WATERSHED INSPECTIONS	8,000	806.50	4,849.00	3,151.00
ANNUAL FLOOD CONTROL INSPECTIONS	10,000	0.00	0.00	10,000.00
REVIEW MUNICIPAL PLANS	6,000	98.00	98.00	5,902.00
ENGINEERING TOTAL	282,000	15,727.21	152,445.44	129,554.56
ADMINISTRATOR	35,000	0.00	0.00	35,000.00
LEGAL COSTS	18,500	2,244.60	11,012.28	7,487.72
AUDIT, INSURANCE & BONDING	13,000	0.00	13,745.00	(745.00)
FINANCIAL MANAGEMENT	3,000	0.00	0.00	3,000.00
MEETING EXPENSES	5,100	338.99	3,021.34	2,078.66
SECRETARIAL SERVICES	45,000	1,885.73	24,668.41	20,331.59
PUBLICATIONS/ANNUAL REPORT	4,000	0.00	1,696.50	2,303.50
WEBSITE	1,575	28.50	974.50	600.50
PUBLIC COMMUNICATIONS	3,000	0.00	1,525.85	1,474.15
WOMP	10,000	0.00	3,890.00	6,110.00
DEMONSTRATION/GRANTS/EDUC PARTNERSHIPS	18,200	0.00	6,888.58	11,311.42
EDUCATION / PUBLIC OUTREACH	8,200	0.00	4,120.90	4,079.10
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	506,575	20,225.03	223,988.80	282,586.20

4B Financial Report

BCWMC Construction Account (802-1119576)
Fiscal Year: February 1, 2009 through January 31, 2010
October 2009 Financial Report

Beginning Balance	9-Sep-09	2,623,486.52
ADD:	Interest	196.70
	Sweeney TMDL	2,668.95
		<u>2,626,352.17</u>
DEDUCT:		
	Construction Costs	8,346.84
Ending Balance:	8-Oct-09	<u>2,618,005.33</u>

Investments	
Federal Home Loan Mtg Corp - Purchased 7/22/09 - Due 10/18/2010 - 0.55%	533,957.50
Total Investments	533,957.50
Construction Account - Cash Balance (detailed above)	2,618,005.33
Total: Construction Fund Cash/Investments	3,151,962.83
Less: Reserved for CIP Projects	3,261,662.25
Construction Cash/Investments Available for projects	(109,699.42)

BCW/MC Second Generation Projects	Budget	Current	YTD	Project Total	Balance
Approved CIP Projects:					
2006 Parkers Lake Water Quality Project	42,000	1,176.44	1,456.44	2,590.19	39,409.81
Twin Lake-expected completion 2006	140,000	0.00	947.45	5,059.35	134,940.65
Westwood Lake - will closed in 2010	312,000	0.00	51,495.42	225,864.90	86,135.10
Proposed CIP Projects:					
Lakeview Park Pond-expected completion 2007		0.00	0.00	637.50	(637.50)
West Medicine Lake Park Pond	1,100,000	0.00	687.00	22,704.06	1,077,295.94
Budget Increase Resolution 08-07 (200,000)					
Northwood Lake East Pond	107,250	0.00	0.00	61,077.13	46,172.87
Twins Stadium	0	0.00	0.00	13,469.22	(13,469.22)
Ramada Pond	90,000	0.00	0.00	39.00	89,961.00
Plymouth Creek Restoration	550,000	1,235.45	6,996.45	66,774.05	483,225.95
Bassett Creek Feasibility Study	0	810.05	9,157.55	9,157.55	(9,157.55)
Resource Management Plan	0	312.49	46,043.21	52,852.71	(52,852.71)

TMDL Projects					
TMDL Studies	115,000	3,253.90	25,287.58	81,001.85	33,998.15
Sweeney Lake TMDL	119,000	1,558.51	42,475.81	179,172.16	(60,172.16)

Annual Flood Control Projects:					
Flood Control Emergency Maintenance	500,000	0.00	0.00	0.00	500,000.00
Flood Control Long-Term Maintenance	748,373	0.00	0.00	13,566.33	734,806.67

Annual Water Quality					
Channel Maintenance Fund	175,000	0.00	0.00	2,994.75	172,005.25
	3,998,623	8,346.84	184,546.91	736,960.75	3,261,662.25

Project Reimbursements			
Twins Stadium	0.00	0.00	20,261.74
Sweeney Lake TMDL	2,668.95	33,693.00	154,123.94

Tax Levy Revenues								
	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance	BCWMO Levy
2009 Tax Levy	800,000.00		800,000.00		376,879.99	376,879.99	423,120.01	800,000
2008 Tax Levy	908,128.08	(850.59)	907,277.49		5,195.95	898,949.25	8,328.24	907,250
2007 Tax Levy	190,601.74	(200.27)	190,401.47		15.27	189,718.99	682.48	190,000
2006 Tax Levy	531,095.47	(1,134.64)	529,960.83		(241.28)	528,550.69	1,410.14	519,000
2005 Tax Levy	450,401.40	(1,429.91)	448,971.49		23.06	448,659.57	311.92	438,000
2004 Tax Levy	1,000,790.48	(6,332.23)	994,458.25		20.19	995,178.67	(720.42)	
							<u>433,132.37</u>	

	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	Bassett Creek Feasibility	Twins Stadium	Resource Mgmt Plan	TMDL Studies	Sweeney Lake TMDL
Original Budget	42,000.00	140,000.00	312,000.00	500,000.00	748,373.00	175,000.00	1,100,000.00		107,250.00	90,000.00	550,000.00	0.00		0.00	115,000.00	119,000.00
Expenditures:																
Feb 2004 - Jan 2005	0.00	1,983.50	0.00	0.00	0.00	0.00	0.00	637.50	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Feb 2005 - Jan 2006	983.75	1,716.70	11,724.12	0.00	3,954.44	2,994.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Feb 2006 - Jan 2007	150.00	375.70	162,645.36	0.00	9,611.89	0.00	1,789.25	0.00	0.00	0.00	0.00	0.00	156.75		637.20	0.00
Feb 2007 - Jan 2008	0.00	36.00	0.00	0.00	0.00	0.00	1,835.70	0.00	858.45	0.00	0.00	0.00	13,312.47		23,486.95	89,654.49
Feb 2008 - Jan 2009	0.00	0.00	0.00	0.00	0.00	0.00	18,392.11	0.00	60,218.68	39.00	59,777.60	0.00	0.00	6,809.50	31,590.12	47,041.86
Feb 2009 - Jan 2010	1,456.44	947.45	51,495.42	0.00	0.00	0.00	687.00	0.00	0.00	0.00	6,996.45	9,157.55	0.00	46,043.21	25,287.58	42,475.81
Total Expenditures:	2,590.19	5,059.35	225,864.90	0.00	13,566.33	2,994.75	22,704.06	637.50	61,077.13	39.00	66,774.05	9,157.55	13,469.22	52,852.71	81,001.85	179,172.16
Project Balance	39,409.81	134,940.65	86,135.10	500,000.00	734,806.67	172,005.25	1,077,295.94	(637.50)	46,172.87	89,961.00	483,225.95	(9,157.55)	(13,469.22)	(52,852.71)	33,998.15	(60,172.16)

	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	Bassett Creek Feasibility	Twins Stadium	Resource Mgmt Plan	TMDL Studies	Sweeney Lake TMDL
Project Totals By Vendor																
Barr Engineering	2,367.44	3,093.10	11,320.87	0.00	9,549.32	0.00	6,276.91	592.50	0.00	39.00	27,301.30	8,766.00	12,064.49	52,852.71	78,259.10	63,158.17
Kennedy & Graven	222.75	1,966.25	503.25	0.00	24.75	354.75	1,427.15	45.00	858.45	0.00	649.40	391.55	1,404.73	0.00	1,030.60	2,864.39
City of Golden Valley	0.00	0.00	0.00	0.00	0.00	2,640.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
City of New Hope	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60,218.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00
City of Plymouth	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00	0.00	0.00	0.00	38,823.35	0.00	0.00	0.00	0.00	0.00
City of St. Louis Park	0.00	0.00	214,040.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Com of Trans	0.00	0.00	0.00	0.00	3,992.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
City of Minneapolis	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
S E H	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,375.60
Misc	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,712.15	12,774.00
Total Expenditures	2,590.19	5,059.35	225,864.90	0.00	13,566.33	2,994.75	22,704.06	637.50	61,077.13	39.00	66,774.05	9,157.55	13,469.22	52,852.71	81,001.85	179,172.16

Bassett Creek Project Analysis

	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed
	2003 Floodproofing	2004 Medicine Lake Water Quality	2005 Medicine Lake - In Lake Treatment	2006 Medicine Lake - In Lake Treatment	2005 Northwood Lake Project	2005 Wirth Lake Project	Medicine Lake - Goose Reduction	Sweeney Lake Branch Channel
Original Budget	700,000.00	880,100.00	105,000.00	110,000.00	182,700.00	254,000.00		500,000.00
Expenditures:								
Feb 2004 - Jan 2005	162,868.00	705,759.70	0.00	0.00	953.50	6,075.31	0.00	0.00
Feb 2005 - Jan 2006	17,105.34	165.39	120.00	0.00	0.00	4,586.92	0.00	0.00
Feb 2006 - Jan 2007	43,869.32	185,228.29	77,007.39	54,676.12	1,350.00	4,246.49	500.00	0.00
Feb 2007 - Jan 2008	35.40	7,260.68	0.00	0.00	150,549.79	69,182.00	0.00	13,228.26
Feb 2008 - Jan 2009	474,347.34	0.00	0.00	15,389.40	0.00	0.00	0.00	372,528.31
Feb 2009 - Jan 2010				0.00	0.00	0.00	0.00	0.00
Total Expenditures:	698,225.40	898,414.06	77,127.39	70,065.52	152,853.29	84,090.72	500.00	385,756.57
Project Balance	1,774.60	(18,314.06)	27,872.61	39,934.48	29,846.71	169,909.28	(500.00)	114,243.43

Amy Herbert · Recording Administrator Services

733 Preakness Lane, Chanhassen, MN 55317

bcra@barr.com · 952-832-2652

October 1, 2009

Bassett Creek Watershed Management Commission (BCWMC)

Attn: Sue Virnig, Deputy Treasurer

7800 Golden Valley Road

Golden Valley, MN 55427

For contracted services September 1, 2009 through September 30, 2009

Administrative Services to BCWMC

-Created the September 17th BCWMC meeting agenda; organized packet materials for copying, copied and assembled meeting packets, stuffed and addressed meeting packet envelopes, delivered envelopes 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, Chair, engineers, Deputy Treasurer and commissioners.

- Organized BCWMC monthly invoices; Distributed invoice payments;

- Prepared Resolution 09-06 regarding the St. Louis Park Local Water Management Plan; Provided signed copy of 09-06 to City of St. Louis Park; Prepared cover letter and certification of levy request to Hennepin County; Mailed via certified mail and faxed levy request to Hennepin County prior to October 1st; Updated Commission roster with new appointments for St. Louis Park; Created table documenting BCWMC's CIP levy requests to Hennepin County from 2004 - 2009

21.75 hours @ \$57.00 per hour	\$1,239.75
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Web Site Services to BCWMC

Updated roster; Updated Meeting Minute Archive; Updated Calendar

0.50 hours @ \$57.00 per hour	\$28.50
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Coordination with BARR Engineering

Coordinated with Barr on: distribution of tasks assigned at BCWMC meeting; organizing materials from Engineer for inclusion in October meeting packet

0.25 hours @ \$57.00 per hour	\$14.25
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BCWMC Meetings

Coordinated and attended September 15th conference call with Chair Welch, Karen Chandler, and Len Kremer; Set up and attended September 17th BCWMC meeting/ public hearing (coordinated room reservation; ordered and received catering; prepared and provided handouts not provided in meeting packet; recorded meeting)

6.50 hours @ \$57.00 per hour	\$370.50
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Administrator Budget Charges

No Administrator Budget Charges for September

0.00 hours @ \$57.00 per hour..... \$0.00

Expenses

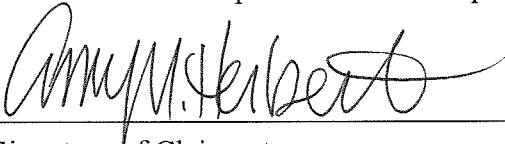
September BCWMC meeting catering \$338.99..... \$338.99

MileageMileage from Chanhassen to Golden Valley City Hall for September 17th meeting
(16.76 miles x 0.585 = \$9.80);

\$9.80

Subtotal Administrative Services	\$1,634.30
Subtotal Web Site Services	\$28.50
Subtotal Meeting Catering Expenses	\$338.99
Subtotal Administrator Budget Charges	\$0.00
Total Current Billing:	\$2,001.79

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

ACE Drop-Off Catering

Invoice

VB Box 132
PO Box 9202
Minneapolis, MN 55480-9202
612/238-4016 ahoffer@damico.com

INVOICE #

44165

BILL TO

Barr Engineering
Amy Herbert
4700 W 77th Street
Edina, MN 55435-4803

SHIP TO

Golden Valley City Hall-2nd Fl-Council Rm
7800 Golden Valley Road
Site Contact: Judy N 763/593-3991
PO#23270512008300
952/832-2652 fax: 832-2601

P.O. NUMBER		TERMS		DELIVERY DATE	DAY	PPL	DELIVERY TIME	
		Credit Card		9/17/2009	Thursday	15	11 AM (10:45-11:15)	
QUANTITY	DESCRIPTION						PRICE EACH	AMOUNT
	This is a replacement invoice!							
1	Regional Hard and Soft Cheeses Platter Served with Crackers - 12-15 PPL						49.25	49.25T
15	Hot Monthly Special Buffet with Upgraded Desserts						12.95	194.25T
15	Normandy Chicken, Sauteed Chicken Breast and Apples in a Light Cream Sauce						0.00	0.00T
15	Roasted Potatoes						0.00	0.00T
15	Herb Green Beans						0.00	0.00T
15	House Salad with French and Ranch Dressing						0.00	0.00T
15	Artisan Breads, Rolls & Butter						0.00	0.00T
15	Assorted Bars & Cookies						0.00	0.00T
1	DOZEN-Assorted Bars & Cookies						0.00	0.00T
3.5	Full Disposable Chafer						4.00	14.00T
24	Spring Water						1.00	24.00T
4	Lemonade						1.75	7.00T
6	Assorted Sodas-2 Each						1.25	7.50T
	Subtotal							296.00
	Delivery Charge						20.00	20.00T
	Metro Sales Tax						7.275%	22.99
Thank you for your business.					Total		PAID \$338.99	

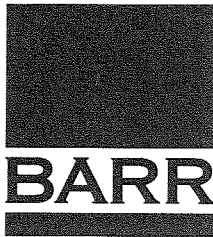
Please note NEW PO BOX as of July 2009

Please make checks payable to "D'Amico Catering".

Reference the invoice # and delivery date on your check, unless paid by credit card.

Thank you for your business.

Agreed to by (customer) _____



Barr Engineering Company
4700 West 77th Street • Minneapolis, MN 55435-4803
Phone: 952-832-2600 • Fax: 952-832-2601 • www.barr.com

An EEO Employer

Minneapolis, MN • Hibbing, MN • Duluth, MN • Ann Arbor, MI • Jefferson City, MO • Bismarck, ND

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

Page # 1
Invoice # 2327051-2009-8
Project # 23/27-051
Client # 59
October 2, 2009

Invoice of Account with
BARR ENGINEERING COMPANY

For professional services during the period of
August 29, 2009 through September 25, 2009

ENGINEERING

TECHNICAL SERVICES

Calls/emails to or from the Commissioners, 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 BCRA and Crystal regarding citizen question regarding creek channel along North Branch east of Louisiana Avenue; provide MPCA final waste load allocation letter to Chair Welch; reviewed possible speakers regarding aquatic invasive species; reviewed Hennepin County stream restoration grant information; correspondence to/from Chair Welch regarding aquatic invasive species; review information about SWAG grants that pertains to BCWMC; reviewed draft 2010 impaired waters list and MPCA letter regarding draft impaired list; calls to/from Sue Virnig regarding CIP closed accounts and tax levy requests; email to Sue Virnig regarding historic tax levies; responded to email regarding stream flow data.

James P. Herbert, Principal Engineer/Scientist	
5.7 hours @ \$140.00 per hour	\$ 798.00
Leonard J. Kremer, Principal Engineer/Scientist	
2.0 hours @ \$155.00 per hour	\$ 310.00
Karen L. Chandler, Senior Consultant	
8.0 hours @ \$140.00 per hour	\$ 1,120.00
Technicians/Administrative	\$ 355.00
Expenses (postage)	\$ 69.30
Subtotal, Technical Services	\$ 2,652.30

PRELIMINARY SITE REVIEW/CORRESPONDENCE

Telephone conversations regarding proposed developments; provided watershed hydraulic information, flood profiles and BCWMC development requirements to applicants; preliminary review and correspondence with St. Louis Park staff regarding proposed Marriott/Metropoint Hotel redevelopment in St. Louis Park.

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

Subtotal, Preliminary Site/Corr \$ 210.00

MONTHLY MEETING PREPARATION

Preparation of monthly memorandums for BCWMC meeting; reviewed draft BCWMC meeting minutes, agenda and packet materials and discussed comments with Bassett Creek Recording Administrator; conference call with BCWMC Chair regarding meeting agenda; communications with Bassett Creek Recording Administrator; internal meetings regarding agenda, to-do list and meeting packet and September 17 meeting; prepared permit figures; reviewed CIP account balance; communications with Charlie LeFevere regarding tax levy.

James P. Herbert, Principal Engineer/Scientist
7.9 hours @ \$140.00 per hour \$ 1,106.00
Leonard J. Kremer, Principal Engineer/Scientist
9.2 hours @ \$155.00 per hour \$ 1,426.00
Karen L. Chandler, Senior Consultant
7.0 hours @ \$140.00 per hour \$ 980.00

Subtotal, Monthly Memorandums \$ 3,512.00

TAC MEETING PREPARATION

Reviewed TAC memo.

Karen L. Chandler, Senior Consultant
0.2 hours @ \$140.00 per hour \$ 28.00

Subtotal, TAC Meeting Preparation \$ 28.00

Subtotal Technical Services \$ 6,402.30

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.

Lowry Avenue Reconstruction

Erosion control inspection.

Technicians/Administrative \$ 96.00

Subtotal, Lowry Avenue Reconstruction \$ 96.00

Plymouth 2008 Street Reconstruction

Erosion control inspection.

Technicians/Administrative \$ 96.00

Subtotal, Plymouth 2008 Street Reconstruction \$ 96.00

Co. Rd. 9 & 61 Erosion Repair

Erosion control inspection.

Technicians/Administrative \$ 80.00

Subtotal, Co. Rd. 9 & 61 Erosion Repair \$ 80.00

Crown Packaging

Erosion control inspection.

Technicians/Administrative \$ 40.00

Subtotal, Crown Packaging \$ 40.00

Hen Co Plymouth Library

Erosion control inspection.

Technicians/Administrative \$ 96.00

Subtotal, Hen Co Plymouth Library \$ 96.00

TH 55 Culvert Crossing

Erosion control inspection.

Technicians/Administrative \$ 64.00

Subtotal, TH 55 Culvert Crossing \$ 64.00

Cedar Lake Trail

Erosion control inspection.

Technicians/Administrative \$ 88.00

Subtotal, Cedar Lake Trail \$ 88.00

Hidden Acres Addition

Telephone call with Schuett Real Estate regarding Hidden Acres Addition; reviewed and organize historical project files for review by applicant; telephone conversation with Charlie LeFevere regarding request for Hidden Acres Addition file review; meeting with applicant; correspondence with Plymouth regarding referenced site.

James P. Herbert, Principal Engineer/Scientist
4.0 hours @ \$140.00 per hour \$ 560.00

Subtotal, Hidden Acres Addition \$ 560.00

Hennepin Co. Regional Trail – Phase 2

Erosion control inspection.

Technicians/Administrative \$ 96.00

Subtotal, Hen Co Regional Trail – Ph 2 \$ 96.00

Shops of Plymouth Town Center

Erosion control inspection.

Technicians/Administrative \$ 96.00

Subtotal, Shops of Ply Town Center \$ 96.00

Beacon Academy

Telephone conversation with applicant regarding final construction of project and maintenance; erosion control inspection.

James P. Herbert, Principal Engineer/Scientist
0.5 hours @ \$140.00 per hour \$ 70.00

Technicians/Administrative \$ 64.00

Subtotal, Beacon Academy \$ 134.00

CSAH 73/Frontage Rd. Reconstruction

Erosion control inspection.

Technicians/Administrative \$ 80.00

Subtotal, CSAH 73/Frontage Road Reconstruction \$ 80.00

West Medicine Lake Park Site Imp.

Erosion control inspection.

Technicians/Administrative \$ 80.00

Subtotal, West Medicine Lake Park Site Imp. \$ 80.00

Toll Gas & Welding Imp.

Erosion control inspection.

Technicians/Administrative \$ 80.00

Subtotal, Toll Gas & Welding Imp \$ 80.00

West Lutheran School

Erosion control inspection.

Technicians/Administrative \$ 80.00

Subtotal, West Lutheran School \$ 80.00

Timber Creek

Erosion control inspection.

Technicians/Administrative \$ 80.00

Subtotal, Timber Creek \$ 80.00

Plymouth Creek Ponds

Erosion control inspection.

Technicians/Administrative \$ 80.00

Subtotal, Plymouth Creek Ponds \$ 80.00

Crystal Cub Foods Fueling Ctr

Erosion control inspection.

Technicians/Administrative \$ 80.00

Subtotal, Crystal Cub Foods Fueling Ctr \$ 80.00

2009 Mtka St Rehab-Sherwood Forest Neighborhood

Erosion control inspection.

Technicians/Administrative \$ 112.00

Subtotal, 2009 Mtka St Rehab-Sherwood Forest Neighborhood \$ 112.00

26th Ave/Plymouth Creek Culvert Replacement

Erosion control inspection.

Technicians/Administrative \$ 168.00

Subtotal, 26th Ave/Plymouth Creek Culvert Replacement \$ 168.00

Laurel Hills Condo

Telephone conversation with BCWMC inspector, applicant and contractor regarding erosion control inspection comments.

James P. Herbert, Principal Engineer/Scientist
0.5 hours @ \$140.00 per hour \$ 70.00

Technicians/Administrative \$ 64.00

Subtotal, Laurel Hills Condo \$ 134.00

36th Avenue Reconstruction

Erosion control inspection.

Technicians/Administrative \$ 96.00

Subtotal, 36th Avenue Reconstruction \$ 96.00

Subtotal Plat Review \$ 2,516.00

COMMISSION MEETINGS

Attended September 17, 2009 Commission meeting; attended TAC meeting.

Leonard J. Kremer, Principal Engineer/Scientist
11.0 hours @ \$155.00 per hour \$ 1,705.00

Gregory J. Wilson, Senior Consultant
3.0 hours @ \$135.00 per hour \$ 405.00

Jeffrey T. Lee, Senior Consultant
3.7 hours @ \$130.00 per hour \$ 481.00

Expenses (Mileage) \$ 33.55

Subtotal, TAC Meeting \$ 2,624.55

SURVEYS AND STUDIES

Reviewed GIS data and prepared revised Bassett Creek Watershed map; coordination with MPRB and Barr staff regarding erosion control inventory along Wirth Park and city of Minneapolis; reformatted GIS data from MPRB and prepared erosion assessment figure.

James P. Herbert, Principal Engineer/Scientist	
4.0 hours @ \$140.00 per hour	\$ 560.00
Timothy J. Anderson, Senior Consultant	
7.4 hours @ \$135.00 per hour	\$ 999.00
Technicians/Administrative	\$ 105.00
Subtotal, Surveys and Studies	\$ 1,664.00

WATER QUALITY MONITORING (Biotic Index Monitoring & Northwood / Rice Lake Monitoring)

Responded to request from MPCA for trend analysis data; telephone conversation and email correspondence with Bruce Wilson, MPCA regarding water quality issues; prepared list of historical water quality studies prepared by the BCWMC and provided to MPCA; provided electronic copies of reports to MPCA; prep phytoplankton and zooplankton bottles; coordinate with Three Rivers Park District regarding lake sampling and analysis.

James P. Herbert, Principal Engineer/Scientist	
2.1 hours @ \$140.00 per hour	\$ 294.00
Gregory J. Wilson, Senior Consultant	
2.4 hours @ \$135.00 per hour	\$ 324.00
Margaret R Rattei, Senior Consultant	
3.7 hours @ \$110.00 per hour	\$ 407.00
Technicians/Administrative	\$ 64.00
Expenses (Mileage/Fisher Scientific, LLC)	\$ 128.66
Subtotal, Water Quality Monitoring	\$ 1,217.66

WATER QUANTITY

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

Technicians/Administrative	\$ 296.00
Expenses (Mileage, 2WD field vehicle/mileage)	\$ 102.20
Subtotal, Water Quantity	\$ 398.20

WATERSHED INSPECTION

Performed erosion control inspections of construction sites; prepare letter regarding erosion control inspection and improvements required for effective erosion control; coordination with City of Crystal staff regarding maintenance at BC Park Pond.

James P. Herbert, Principal Engineer/Scientist	
1.8 hours @ \$140.00 per hour	\$ 252.00
Technicians/Administrative	\$ 376.00
Expenses (Equipment/Mileage)	\$ 178.50
Subtotal, Watershed Inspection	\$ 806.50

REVIEW MUNICIPAL PLANS

Calls to/from City of Crystal's consultant regarding submittal/review of Crystal Local Surface Water Mgmt Plan.

Karen L. Chandler, Senior Consultant	
0.7 hours @ \$140.00 per hour	\$ 98.00
Subtotal, Monthly Memorandums	\$ 98.00

TOTAL ENGINEERING \$ 15,727.21

SECRETARIAL SERVICES

SECRETARIAL SERVICES EXPENSES

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

Technicians/Administrative	\$ 42.00
Expenses (B&W/color copies/binding/postage/Raindance conference call)	\$ 209.43
Catering (BCWMC meeting date)	\$ -0-
TOTAL SECRETARIAL SERVICES EXPENSES	\$ 251.43

PUBLIC RELATIONS

TOTAL PUBLIC RELATIONS \$ 0.00

CAPITAL IMPROVEMENT PROJECTS

RESOURCE MANAGEMENT PLAN (RMP)

Final report production and distribution.

Technicians/Administrative	\$ 124.00
Expenses (B&W/color copies/binding/FedEx)	\$ <u>188.49</u>
Subtotal, Resource Management Plan	\$ 312.49

PLYMOUTH CREEK FEASIBILITY

Communications and final report production and distribution.

Leonard J. Kremer, Principal Engineer/Scientist 2.8 hours @ \$155.00 per hour	\$ 434.00
Technicians/Administrative	\$ 56.00
Expenses (B&W/color copies/binding)	\$ <u>96.05</u>
Subtotal, Plymouth Creek Feasibility	\$ 586.05

BASSETT CREEK FEASIBILITY STUDY

Coordination with City of Golden Valley staff regarding study; follow-up tasks for Bassett Creek feasibility study; telephone conversation with Charlie LeFevere regarding project levy hearings and ordering projects.

Leonard J. Kremer, Principal Engineer/Scientist 2.7 hours @ \$155.00 per hour	\$ <u>418.50</u>
Subtotal, Bassett Creek Feasibility Study	\$ 418.50

CIRCLE PARK POND (PL-6)

Correspondence with Plymouth staff; reviewed submittal for Circle Park Pond and provided comments to Plymouth staff; reviewed revised drawings and prepared letter of approval to Plymouth; coordination with Plymouth and BCWMC regarding amendment to agreement.

James P. Herbert, Principal Engineer/Scientist 8.4 hours @ \$140.00 per hour	\$ 1,176.00
Expenses (postage)	\$ <u>0.44</u>
Subtotal, Circle Park Pond (PL-6)	\$ 1,176.44

TOTAL CAPITAL IMPROVEMENT PROJECTS \$ 2,493.48

TMDL STUDIES

MEDICINE LAKE TMDL

Coordination regarding Medicine Lake TMDL ; discussion/review of P8 Modeling and monitoring data prepared for Plymouth Creek watershed; reviewed MPCA response letter to BCWMC regarding wasteload allocation; reviewed TMDL presentation.

Leonard J. Kremer, Principal Engineer	
3.4 hours @ \$155.00 per hour	\$ 527.00
Karen L. Chandler, Senior Consultant	
0.6 hours @ \$140.00 per hour	\$ 84.00
Gregory J. Wilson, Senior Consultant	
1.5 hours @ \$135.00 per hour	\$ 202.50
Expenses (Mileage)	\$ 20.90
Subtotal, Medicine Lake TMDL	\$ 834.40

SWEENEY LAKE TMDL

Coordination regarding Sweeney Lake TMDL with BCWMC, SEH, MPCA and BCWMC; reviewed Chair Welch's draft email to SEH regarding Sweeney TMDL; correspondence with BWSR staff regarding legacy funding of chemical treatment BMPs; reviewed responses to comments on Sweeney Lake TMDL Draft Report.

Leonard J. Kremer, Principal Engineer	
1.7 hours @ \$155.00 per hour	\$ 263.50
Karen L. Chandler, Senior Consultant	
2.3 hours @ \$140.00 per hour	\$ 322.00
Keith M. Pilgrim, Senior Engineer/Scientist	
7.6 hours @ \$120.00 per hour	\$ 912.00
Expenses (Iron Mountain)	\$ 61.01
Subtotal, Sweeney Lake TMDL	\$ 1,558.51

WIRTH LAKE TMDL

Coordination regarding Wirth Lake TMDL; reviewed and provided outlet information for TMDL.

James P. Herbert, Principal Engineer/Scientist	
1.0 hours @ \$140.00 per hour	\$ 140.00
Leonard J. Kremer, Principal Engineer/Scientist	
0.8 hours @ \$155.00 per hour	\$ 124.00
Subtotal, Wirth Lake TMDL	\$ 264.00

E-COLI SAMPLING

Communications with MPCA staff; coordination regarding E-Coli sampling; prepared labels and organized sampling bottles, collected e-coli samples and delivered samples to lab.

Technicians/Administrative \$ 1,792.00

Expenses (Mileage/2WD vehicle/ice/surgical gloves/hand held flow meter/ice) \$ 363.50

Subtotal, E-coli Sampling \$ 2,155.50

TOTAL TMDL STUDIES \$ 4,812.41

SUMMARY TOTALS

Total Engineering \$ 15,727.21

Total Secretarial Services Expenses \$ 251.43

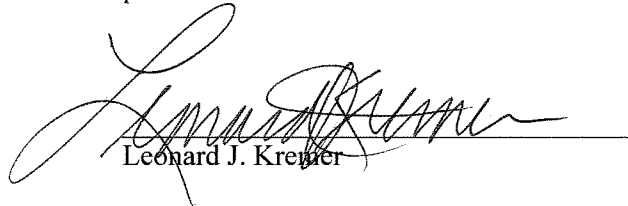
Total Public Relations \$ 0.00

Total Capital Improvement Projects \$ 2,493.48

Total TMDL Studies \$ 4,812.41

TOTAL PAYABLE \$ 23,284.53

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 28, 2009

Statement No. 91918

Bassett Creek Water Management Commission
Sue Virnig

7800 Golden Valley Road
Golden Valley, MN 55427

Through August 31, 2009

BA295-00001 General

2,244.60

BA295-00027 2010 Plymouth Creek Restoration (PC-1, PC-2)

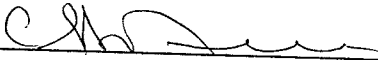
649.40

BA295-00028 2010 Bassett Creek Main Stem Restoration

391.55

Total Current Billing: 3,285.55

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, 2009

BA295-00001 General

Through August 31, 2009

For All Legal Services As Follows:

			Hours	Amount
7/7/2009	CAH	Retrieve general record retention schedule for cities and email exchange with C LeFevere regarding same	0.25	47.75
8/4/2009	CLL	Phone call from J. Herbert regarding Dargi subpoena	0.20	38.20
8/6/2009	CLL	Letter to M. Welch regarding Arginteanu contract	0.15	28.65
8/8/2009	CLL	Review materials on WOMP grant agreement	0.40	76.40
8/12/2009	CLL	Letter to J. Arginteanu transmitting contract	0.10	19.10
8/13/2009	CLL	Work on WOMP contract	0.40	76.40
8/17/2009	CLL	Intraoffice conference regarding data practices policy; phone call from L. Kremer regarding WOMP contract	0.45	85.95
8/18/2009	CLL	Phone call to M. Welch and message to A. Herbert on commission fund investment	0.20	38.20
8/19/2009	CLL	Review agenda materials; review law on depositories; email to S. Virnig regarding same	0.70	133.70
8/20/2009	CLL	Continue check of statutes for collateralization requirements; phone call from S. Virnig regarding same	4.80	916.80
8/20/2009	CLL	Research on FDIC guarantee program	0.50	95.50
8/21/2009	CLL	Continue review of FDIC program and collateralization of commission funds; email to M. Welch regarding same	1.90	362.90
8/24/2009	CLL	Review codes for hearing requirements; phone call to K. Chandler regarding 2010 CIP projects; phone call from L. Kremer	1.30	248.30
8/26/2009	CLL	Email to M. Welch regarding Bassett investments and deposits	0.35	66.85

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Suite 470
Minneapolis, MN 55402

Bassett Creek Water
Sue Virnig

August 31, 2009

Total Services: \$ 2,234.70

For All Disbursements As Follows:

	Photocopies	2.40
	Postage	2.00
8/20/2009	Charles L. LeFevere; Mileage Expense	5.50
	Total Disbursements:	\$ 9.90

Total Services and Disbursements: \$ 2,244.60

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200 South Sixth Street
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Minneapolis, MN 55402

Bassett Creek Water
Sue Virnig

August 31, 2009

BA295-00027 2010 Plymouth Creek Restoration (PC-1, PC-2)

Through August 31, 2009

For All Legal Services As Follows:

			Hours	Amount
8/25/2009	CLL	Work on 2010 levy resolution; messages to K. Chandler and L. Kremer for clarification of status of projects	1.35	257.85
8/27/2009	CLL	Phone call from L. Kremer regarding feasibility report and costs; email to A. Herbert regarding hearing notice; work on document	0.65	124.15
8/28/2009	CLL	Draft resolution ordering project and tax levy and city contract for construction	1.40	267.40
Total Services:			\$	649.40

Total Services and Disbursements:\$ 649.40

Kennedy & Graven, Chartered

200 South Sixth Street
Suite 470
Minneapolis, MN 55402

Bassett Creek Water
Sue Virnig

August 31, 2009

BA295-00028 2010 Bassett Creek Main Stem Restoration

Through August 31, 2009

For All Legal Services As Follows:

			Hours	Amount
8/27/2009	CLL	Phone call from L. Kremer regarding feasibility report and costs; email to A. Herbert regarding hearing notice; work on document	0.65	124.15
8/28/2009	CLL	Draft resolution ordering project and tax levy and city contract for construction	1.40	267.40
Total Services:			\$	391.55

Total Services and Disbursements:\$ 391.55



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5A

Minneapolis, MN • Hibbing, MN • Duluth, MN • Ann Arbor, MI • Jefferson City, MO • Bismarck, ND

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Agenda Item 5A– Maintenance of Bassett Creek Watershed Channel Restoration Projects
Date: October 7, 2009
Project: 23/27 051 2009

5A. Maintenance of Bassett Creek Watershed Channel Restoration Projects

Recommended/requested Commission action: For discussion; BCWMC shall define issue for TAC review

The BCWMC briefly addressed proposed maintenance of Capital Improvements Program (CIP) projects involving channel restoration at its September meeting. Some of the issues raised during the discussion included:

- Maintenance of projects on private property
- Maintenance easements to allow for future access to project sites
- Additional project implementation time to allow for establishment of vegetation
- Homeowner agreements regarding maintenance
- Homeowner involvement in the design process

It was suggested that maintenance of channel restoration CIP projects would be a good issue for the BCWMC's Technical Advisory Committee (TAC) to discuss. Chair Welch recommended initial discussion regarding maintenance of CIP projects by the BCWMC to better define the issue before sending it to the TAC.

Background Information Regarding Maintenance of Bassett Creek Watershed Projects

Maintenance of Bassett Creek watershed projects is critical for proper operation of each project. Typically, the BCWMC has relied on each municipality to maintain the channel, structures and BMPs in its city. With implementation of the Flood Control Project and water quality CIP projects (including stream restoration projects), the maintenance needs of these projects should be discussed. Generally, the types of maintenance that may be needed for flood control and water quality improvement projects include the following:

- Flood control project structures: inspection; trash and debris removal; repair structural components (trash racks, concrete structures, pipes/culverts, skimmers, control structures, tunnel, etc.); repair eroded side slopes and earth berms
- Water quality treatment (wet) ponds: inspection; trash and debris removal; sediment removal from pretreatment area, inlet, and outlet structures, and primary storage area; repair eroded side slopes and earth berms; vegetation management; repair structural components (trash racks, concrete structures, pipes/culverts, skimmers, etc.)
- Underground structures (grit chambers, proprietary devices, pretreatment vaults): inspection; trash, debris and oil removal; sediment removal from pretreatment area and primary storage area; repair structural components (trash racks, concrete structures, pipes/culverts, skimmers, etc.)
- Stream restoration projects: inspection; trash and debris removal; weed control (mowing and/or spot treatment); establishment of project landscaping features (first several years); replacement of dead plants/reseeding; controlled burns (if feasible); trimming (if needed); repair bank failures

Following is a list of several types of watershed projects and a summary of current maintenance policies and procedures:

1. Bassett Creek Flood Control Project

Background: The Bassett Creek Flood Control Project was a cooperative effort of the Commission, Corps of Engineers, Mn/DOT and Cities in the watershed. The project was constructed by the Cities, MnDOT and the Corps of Engineers from 1982 – 1996. The principal feature of the project included the new Bassett Creek tunnel through Minneapolis. The attached Table 5-1 from the Watershed Management Plan includes the features constructed as part of the flood control project and other features included in the annual inspection program.

Current Maintenance Policies and Procedures: In accordance to the Watershed Management Plan, the Commission regularly inspects the flood control project features. The Watershed Management Plan also contains the following policies regarding maintenance and repair of the system:

- The BCWMC is responsible for maintenance and repair of the water level control and conveyance structures that were part of the original flood control project,
- The municipalities are responsible for maintenance and repair of the new road crossings of the creek, installed as part of the project, since their primary function is transportation related.
- The routine maintenance, including debris and vegetation removal and other miscellaneous tasks, are the responsibility of the municipality the structure is located in.

2. Capital Improvements Program Projects

A. Water Quality Treatment Ponds and Other BMPs

Background: The BCWMC has funded the construction of several water quality treatment ponds and other projects to improve water quality in the watershed. Ad valorem taxes have been collected by Hennepin County on behalf of the BCWMC for the CIP. The proposed and completed CIP projects are identified in Table 12-2 from the Watershed Management Plan (revised).

Current Maintenance Policies and Procedures: In accordance to the Watershed Management Plan, the BCWMC regularly inspects the flood control project features, but does not inspect the Water Quality Treatment Ponds and other BMPs.

Although construction of each water quality treatment CIP project is the responsibility of the municipality where the project is located, maintenance of the completed projects is not addressed in the Watershed Management Plan or the Cooperative Agreements between the BCWMC and municipality for each project.

B. Stream Restoration Projects

Background: As part of the 2004 Watershed Management Plan, the BCWMC established a Creek and Streambank Trunk System Maintenance, Repair and Sediment Removal Fund (Streambank Maintenance Fund) through an annual assessment to finance the restoration projects. However, once the cities began preparing and providing preliminary cost estimates for the stream restoration work, it became apparent that the funds available in the Streambank Maintenance Fund would be insufficient to address the identified problems. In 2007 the BCWMC added major stream restoration projects to its CIP through a minor plan amendment process.

Current Maintenance Policies and Procedures: In accordance to the Watershed Management Plan, the Commission has adopted the following policies regarding stream maintenance:

- The BCWMC will use the Streambank Maintenance Fund to finance maintenance and repairs needed to restore the creek to designed flow rates, or to restore or prevent structural damage.
- The BCWMC may use the Streambank Maintenance Fund to finance the portion of the project that provides BCWMC benefits.
- The member cities are responsible for funding maintenance and repairs that are primarily aesthetic improvements.

Although construction of each stream restoration CIP project is the responsibility of the municipality where the project is located, maintenance of the completed projects is not addressed in the Watershed Management Plan or the Cooperative Agreements between the BCWMC and municipality for each project.

3. Non-BCWMC Funded Improvements and Developments

Background: The BCWMC approved the revised *Requirements for Improvements and Development Proposals* document in 2008. The document was prepared to assist developers and consultants in designing and managing commercial, industrial and residential projects that conform to the BCWMC policies. The document identifies a variety of best management practices (BMPs) that have been approved by the BCWMC for meeting water quality goal.

Current Maintenance Policies and Procedures: The *Requirements for Improvements and Development Proposals* document includes maintenance requirements for the following BMPs: infiltration basins; surface sand filters; bioretention filtration basins; water quality ponds (wet ponds); underground vaults. The document also includes the following requirements:

- The municipalities are responsible for maintenance and repair of BMPs. Each city must ensure that a maintenance agreement and maintenance plan is prepared for operation of site BMPs.



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Item 5B

Minneapolis, MN • Hibbing, MN • Duluth, MN • Ann Arbor, MI • Jefferson City, MO • Bismarck, ND

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 5B – BCWMC Review of City of Crystal Local Water Management Plan
Date: October 7, 2009
Project: 23/27 051 2009 003

5B. BCWMC Review of City of Crystal Local Water Management Plan

Recommendation: The Commission forward these comments to the City of Crystal regarding the BCWMC's review of the city's Local Surface Water Management Plan, and the Commission consider approval of the city's LSWMP upon receipt of the city's responses to the issues outlined in this memorandum.

We have reviewed the City of Crystal's updated *Local Surface Water Management Plan* (LSWMP) for conformance with the BCWMC Watershed Management Plan (Plan).

Overall, the LSWMP addresses most of the BCWMC's requirements. An important element of the LSWMP is the inclusion of the North Branch Bassett Creek Stream Assessment, which is summarized in the text and included as an appendix.

Metropolitan Council Comments:

In their September 30, 2009 letter to the BCWMC (attached), the Metropolitan Council stated that the city's LSWMP is consistent with the Council's *Water Resources Management Policy Plan*.

BCWMC Staff Comments

Staff has reviewed the city's LSWMP based on a comparison of the LSWMP with the BCWMC Plan requirements. Staff comments follow and are listed in Table 1. This memo concludes with additional staff comments comparing the LSWMP to statutory requirements (which are also in the BCWMC Plan). Comments in **bold** indicate issues where revisions to the LSWMP are required or recommended.

Table 1. Comparison of BCWMC Plan Requirements with the Crystal LSWMP Elements.

BCWMC Local Plan Requirement/Expectation	Crystal LSWMP Review
<p>1. Classify water bodies into one of four BCWMC management categories (Level I – IV) based on water quality goals and recreational uses of the water bodies (Section 4.2.2.1, policy B).</p>	<p>Policy 2.7 of the LSWMP cites the water quality levels of the BCWMC; Level 1 water quality standards are also cited in Policy 11.1 in Section 7.2.7. In that policy, it is stated that the city adopts the management classifications of the BCWMC.</p> <p>The LSWMP does not assign specific goals to individual water bodies based on the BCWMC levels.</p> <p>The LSWMP does not contain goals for Bassett Creek Park Pond or Bassett Creek; both are designated as Level III by the BCWMC.</p>
<p>2. Implement (with BCWMC) the water quality improvement options listed in Table 12-2 (Section 4.2.2.1, policy D).</p>	<p>Requirement met.</p> <p>The BCWMC Plan 10 year CIP (Table 12-2) includes a channel restoration project for the North Branch of Bassett Creek from 36th Avenue North to Bassett Creek Park. Table 12-3 (potential future projects) includes a possible alum treatment for Bassett Creek Park Pond and water quality improvements recommended in the Bassett Creek TMDL study.</p> <p>The LSWMP cites erosion issues in the North Branch of Bassett Creek as required in the BCWMC Plan. Section 8.1.4 references the completed stream inventory and describes the City's cooperative efforts towards stream restoration in partnership with the BCWMC. This is listed in the LSWMP Implementation Table (Table 8.2) as item CIP-8. However, this item should be broadened and clarified to include the BCWMC-funded channel restoration project at an estimated project cost of \$660,000, proposed to be completed in 2013—2014, and the BCWMC as the funding source.</p> <p>The LSWMP also references potential alum treatment of Bassett Creek Park Pond as item CIP-10.</p>

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 5B – BCWMC Review of City of Crystal Local Water Management Plan
Date: October 7, 2009
Page: 3

BCWMC Local Plan Requirement/Expectation	Crystal LSWMP Review
<p>3. List the impaired waters in BCWMC that affect the city, acknowledge the need for a TMDL study at some point in the future, and identify the city's role in completing and/or implementing TMDL studies. In BCWMC, the impaired waters are Bassett Creek, Medicine Lake, Northwood Lake, Parkers Lake, Sweeney Lake, and Wirth Lake (Section 4.2.2.1, policy G).</p>	<p>Table 6.5 in the LSWMP lists the impaired waters in Crystal and adjacent communities. The table does not include the following lakes/impairments:</p> <ul style="list-style-type: none"> - Bassett Creek (Crystal), which is included on the 2010 draft 303(d) impaired waters list for chloride. It is recommended that the Table 6.5 include the (draft) chloride impairment. - Northwood Lake (New Hope), which is impaired for nutrients/eutrophication and biological indicators. - Wirth Lake (Golden Valley), which is impaired for nutrients/eutrophication and biological indicators. Areas of Crystal may become tributary to Wirth Lake during extreme flooding events. - Sweeney Lake (Golden Valley), which is impaired for nutrients/eutrophication and biological indicators.
<p>4. Identify the water bodies where water quality monitoring is undertaken by the city and by others (Section 4.2.2.1, policy I).</p>	<p>Requirement met.</p> <p>Table 6.2 in the LSWMP identifies those water bodies where water quality monitoring occurs. The table does not identify the agency/party performing the monitoring.</p>
<p>5. Identify any proposed capital improvement projects beyond those listed in Table 12-2 and Table 12-3, and/or the proposed movement of a water quality improvement project from Table 12-3 to Table 12-2 (Section 4.2.2.1, policy J).</p>	<p>Requirement met.</p> <p>No additional water quality improvement CIP projects are identified in Table 8-2 of the LSWMP (Implementation Table).</p>
<p>6. Comply with the BCWMC's requirement that all regulated stormwater be treated to Level I standards throughout the watershed (Section 4.2.2.2, policy A).</p>	<p>Requirement met.</p> <p>Policy 11.1 of the LSWMP states that all stormwater activities within the jurisdiction of the BCWMC will be treated to Level 1 standards and cites the following document as a resource: <i>Requirements for Improvements and Development Proposals</i>, July 17, 2008, as revised.</p>
<p>7. City shall adopt an ordinance that enforces the Minnesota State Law limiting the use of lawn fertilizers containing phosphorus.</p>	<p>Requirement met.</p> <p>Policy 2.12 of the LSWMP prohibits the use of fertilizer containing phosphorus and references City ordinance, Section 665.</p>

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 5B – BCWMC Review of City of Crystal Local Water Management Plan
Date: October 7, 2009
Page: 4

BCWMC Local Plan Requirement/Expectation	Crystal LSWMP Review
8. Comply with the BCWMC's requirement that there be no increase in phosphorus load (non-degradation) for redevelopment projects that result in increased impervious surface (Section 4.2.2.4, policy A).	Requirement met. Policy 2.9 meets this requirement. In addition, Policy 2.1 of the LSWMP states that the City will require BMPs necessary to maintain or reduce current phosphorus loads, where feasible.
9. Include a buffer policy for land adjacent to water resources (including wetlands) (Section 4.2.2.3, policy A; and Section 8.2.2, policy D).	Requirement met. Policies 8.5 and 9.2 in the LSWMP refer to the establishment of buffer zones along shorelines; specific buffer requirements are not defined. Policy 10.1 specifies the 16.5 foot buffer requirement for wetlands.
10. Acknowledge control and responsibility for shoreland regulation (Section 4.2.2.3, policy G).	Requirement met. The LSWMP states that the current city code has no language pertaining to shoreland protection. Goal 9 in Section 7.2.6 in the LSWMP refers to the conservation and protection of shoreland areas, but cites no specific guidelines. Policy 9.3 states that the City plans to investigate the need for a shoreland ordinance and develop such an ordinance, if necessary; it is recommended that this action be included in the City's CIP (Table 8.2).

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 5B – BCWMC Review of City of Crystal Local Water Management Plan
Date: October 7, 2009
Page: 5

BCWMC Local Plan Requirement/Expectation	Crystal LSWMP Review
<p>11. Comply with the BCWMC Plan's goals and policies regarding water quality (Section 4.2.2.2 Policy A, Section 4.2.2.4, policies A & C), flooding and rate control (contained in Section 5.0 of the Plan) (Section 5.2.2.2, policies C & N) acknowledging BCWMC's authority to review improvements, developments and redevelopment projects and that cities are to forward such projects to the WMO for review.</p>	<p>The LSWMP acknowledges the BCWMC water quality performance standards (Policy 2.7) and references the <i>Requirements for Improvements and Development Proposals</i> (July 17, 2008, as revised) in Policy 11.1. Policy 2.9 of the LSWMP addresses the BCWMC non-degradation requirement for increased impervious area. It is recommended that the non-degradation requirements of the BCWMC be included in Table 6.6 of the LSWMP.</p> <p>Several of the flood control policies in the LSWMP are consistent with the flooding and rate control requirements of the BCWMC. The LSWMP, however, does not define permissible floodplain land uses. It is recommended that the LSWMP include a policy describing permissible floodplain land uses or stating compliance with the BCWMC requirements and referencing those requirements.</p> <p>Policy 2.1 in the LSWMP emphasizes BMPs to reduce stormwater runoff, where feasible, consistent with the flooding and rate control requirements of the BCWMC. It is recommended that a similar policy be included in the Water Quantity policies section of the LSWMP.</p> <p>Section 6.5 of the LSWMP acknowledges the BCWMC's authority to review projects within the city. Policy 12.7 of the LSWMP states that the City will forward development plans to the watersheds for their review. It is recommended that this policy be expanded to include all types of projects that are subject to BCWMC review; Section 3.0 of the <i>Requirements for Improvements and Development Proposals</i> (July 17, 2008, as revised) lists the project types.</p>
<p>12. Acknowledge city's responsibility for implementing BCWMC's development policies (Section 5.2.2.2. Policy B).</p>	<p>Section 6.5 of the LSWMP states that the goal of the plan is to be compatible with the regulatory programs of the BCWMC. It is recommended that the compliance with BCWMC requirements be more clearly stated as a responsibility of the city. A more detailed description of the relationship between the BCWMC requirements and the policies of the city should be included in Section 6.5 or Section 8 of the LSWMP.</p> <p>It is also recommended that the LSWMP include a list of all types of projects that are subject to BCWMC review; Section 3.0 of the <i>Requirements for Improvements and Development Proposals</i> (July 17, 2008, as revised) lists the project types..</p>

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 5B – BCWMC Review of City of Crystal Local Water Management Plan
Date: October 7, 2009
Page: 6

BCWMC Local Plan Requirement/Expectation	Crystal LSWMP Review
13. Identify any proposed changes to the BCWMC flood control project system (Section 5.2.2.1, a number of policies).	Requirement met.
14. Acknowledge city's responsibility for maintaining its stormwater management system, for cleaning the BCWMC flood control project features, and for stream maintenance and repairs that are primarily aesthetic improvements (Section 5.2.2.1, policy F, Section 7.2.2, policy J, and Section 12.4.1).	<p>Requirement met.</p> <p>Policy 14.5 of the LSWMP states that the City will maintain the BCWMC flood control project features, including removing debris, vegetation etc. Item OM-2 in the City's implementation table (Table 8.2) includes the maintenance of the BCWMC flood control projects.</p> <p>Policy 14.6 of the LSWMP acknowledges that the BCMWC is responsible for the main channel and designated water quantity and water quality storage facilities shown on Figure 15 in the BCWMC Plan. Although the BCWMC is responsible for maintaining the flood control project system, the BCWMC Plan does not assign to the BCWMC the responsibility for maintaining water quality facilities. Policy 14.6 needs to be revised to clarify the respective maintenance responsibilities of the City and the BCWMC.</p> <p>Section 8.1.4 of the LSWMP states that the City's budget item for the North Branch Bassett Creek stream repair project is primarily intended for aesthetic repairs or value added items.</p> <p>A list of BCWMC flood control features is included in the LSWMP in Table 5.1. For clarity, it is recommended that the "Highway 100 embankment" location be changed to "Highway 100 control structure."</p>
15. City must require project proposers to apply BMPs to reduce runoff volume to the maximum extent practical. (Section 5.2.2.2, Policy D).	<p>Requirement met.</p> <p>Policy 2.1 of the LSWMP states that the City "...will require BMPs necessary to maintain or reduce...stormwater runoff volume loads...where feasible." This policy does not specify project proposers as the responsible parties. It is recommended that a policy with similar intent be included in the Water Quantity policy section of the LSWMP.</p>
16. City must require rate control in conformance with the flood control project system design and the BCWMC Watershed management Plan.	<p>Requirement met.</p> <p>The LSWMP limits runoff to existing rates for the 2-year, 10-year, and 100-year 24-hour events. This is referenced in the LSWMP in Section 2.5 and Policy 1.1.</p> <p>Policy 2.8 emphasizes the use of infiltration as the preferred method of stormwater management.</p>

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 5B – BCWMC Review of City of Crystal Local Water Management Plan
Date: October 7, 2009
Page: 7

BCWMC Local Plan Requirement/Expectation	Crystal LSWMP Review
17. Incorporate the BCWMC's adopted 100-year floodplain elevations for the BCWMC's trunk system (Section 5.2.2.2, policy F).	<p>Requirement met.</p> <p>The LSWMP adopts the BCWMC 100-yr floodplain elevations in Policy 3.8 and references Table 5-3 of the BCWMC WMP. It should be noted that Table 5-3 was updated per a minor plan amendment in June, 2007.</p> <p>The LSWMP also references these elevations in Section 2.8. Although the flood elevations are referenced via the BCWMC, it is recommended that the elevations also be included in the LSWMP.</p>
18. Meet policies regarding allowed land uses, structures, non-conforming uses and filling in established floodplains (Section 5.2.2.2. Policies G, H, and I),	<p>The LSWMP does not address permitted land uses within the floodplain, or reference the policies of the BCWMC regarding this issue. The floodplain-related policies of the BCWMC are not referenced within the LSWMP.</p>
19. Meet the BCWMC's requirement that the lowest floor of all permanent structures be at least 2 feet above the established 100-year floodplain elevation and incorporate this requirement into city ordinances (Section 5.2.2.2, policy J).	<p>Requirement met.</p> <p>Policy 3.2 meets this requirement. It is recommended that the language of the policy be revised to include waterbodies not categorized as "basins" or "facilities."</p>
20. Describe existing and proposed city ordinances, permits, and procedures for addressing erosion and sediment control and preparation of erosion control plans (Section 6.2.2, policy G).	<p>Requirement met.</p> <p>The LSWMP states that there is a city erosion control ordinance; the performance standards of this ordinance are summarized in Table 6.6 of the LSWMP.</p>
21. Comply with the BCWMC Plan's goals and policies regarding erosion and sediment control (contained in Section 6.0 of the Plan) (Section 6.2.2, policy H).	<p>Policy 6.2 of the LSWMP states that the City will update its erosion and sediment control ordinance to comply with the requirements and policies of the BCWMC. It is recommended that the LSWMP include a policy demonstrating the compliance of City erosion and sediment control practices with the BCWMC's Requirements for Improvements and Development Proposals (July 17, 2008, as revised).</p>
22. Complete and update inventories of significant erosion and sedimentation areas along the Bassett Creek trunk system and share this information with BCWMC. Only those areas identified in such an inventory are eligible for BCWMC funding (Section 7.2.2, policy F).	<p>Requirement met.</p> <p>The LSWMP includes a summary of the <i>North Branch Bassett Creek Stream Assessment</i> (completed in 2008) in Section 6.6 and the entire inventory is included as an appendix to the LSWMP.</p>

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 5B – BCWMC Review of City of Crystal Local Water Management Plan
Date: October 7, 2009
Page: 8

BCWMC Local Plan Requirement/Expectation	Crystal LSWMP Review
23. Comply with the BCWMC Plan's goals and policies regarding stream restoration (contained in Section 7.0 of the Plan) (Section 7.2.2, policy N).	<p>Section 8.1.4 of the LSWMP states that the City's budget for stream repair project elements along the North Branch Bassett Creek is for aesthetic repairs or added value features, but does not explicitly identify those repairs as a responsibility of the city.</p> <p>It is recommended that the City include a policy or additional text to clarify the City's intention to cooperate with the BCWMC to complete BCWMC-funded stream restoration projects, and state that the City expects non-aesthetic improvements to be the financial responsibility of the BCWMC.</p>
24. Cities shall have a buffer policy for all water resources in their respective stormwater management plans.	The LSWMP emphasizes the establishment of buffers, but with the exception of the 16.5-ft wetland buffer requirement, does not identify specific buffer requirements for other shorelines or reference additional requirements in other documents.
25. Acknowledge city or BCWMC responsibility as LGU for the Wetland Conservation Act (Section 8.2.2, policy F).	Section 2.6.3 of the LSWMP states that the City defers enforcement of the WCA to the BCWMC. It is recommended that this statement be clarified or expanded to indentify the City as the LGU while retaining the right to defer enforcement of the WCA to the BCWMC. It is further recommended that the LSWMP include a policy stating that the City retains LGU authority but may defer enforcement to the BCWMC as necessary.
26. Comply with the BCWMC Plan's goals and policies regarding wetland management (contained in Section 8.0 of the Plan) (Section 8.2.2, policy G).	<p>Requirement met.</p> <p>The policies included in Section 7.2.7 of the LSWMP are consistent with the BCWMC Plan.</p>
27. Describe status of wellhead protection planning, if applicable (Section 9.2.2, policy C).	<p>Requirement met.</p> <p>Crystal does not use groundwater as a water source; thus, a well-head protection plan is not required.</p>
28. Each city is required to prepare a local plan. (Section 12.1.2).	Requirement met.
29. The permitting process used by the local government should be outlined in the SWMP. (Section 12.4)	<p>Requirement met.</p> <p>The process is summarized in Section 3.1 of the LSWMP.</p>
30. Meet the Requirements of Local Watershed Management Plans for identification of regulated areas (Section 12.4.1).	<p>Requirement met.</p> <p>Required features are presented in the inventory section of the LSWMP (Section 2) and associated figures.</p>

Other Statutory Requirements for Local Watershed Management Plans

31. Along with the above specific requirements from the BCWMC Plan, local watershed management plans are required to conform to Minnesota law (Minnesota Statutes 103B.235), Minnesota rules (Minnesota Rules 8410.0160 and 8410.0170), and the BCWMC Plan. The rules (Minnesota Rules 8410.0160) require (in part) that:

“Each local plan must include sections containing a table of contents; executive summary; land and water resource inventory; establishment of goals and policies; relation of goals and policies to local, regional, state, and federal plans, goals, and programs; assessment of problems; corrective actions; financial considerations; implementation priorities; amendment procedures; implementation program; and an appendix. Each community should consider including its local plan as a chapter of its local comprehensive plan.”

As noted in Item 2, it is recommended that the LSWMP include cost estimates for stream restoration work (by reach) to be completed along the North Branch Bassett Creek and funded by the BCWMC, in addition to the aesthetic work identified in Table 8.2 and Section 8.1.4. This information is useful, as stream restoration work funded by the BCWMC is undertaken by the City prior to reimbursement from the BCWMC. The LSWMP should discuss that water quality and stream restoration projects that are part of the BCWMC capital improvement program are paid for by an ad valorem tax collected by Hennepin County on behalf of the BCWMC.

32. In accordance with Minnesota rules (Minnesota Rules 8410.0100, Subp. 6), the BCWMC requires that local plans “...assess the need for periodic maintenance of public works, facilities and natural conveyance systems and specify any new programs or revisions to existing programs needed to accomplish its goals and objectives.” The local plans must also assess, at a minimum, the following maintenance issues, also taken from Minnesota rules (Minnesota Rules 8410.0100, Subp. 6):

- The need and frequency for street sweeping of public and private streets and parking lots.
- The need and frequency for inspecting stormwater outfalls, skimmers, sumps, and ponds.
- The adequacy of maintenance programs for stormwater facilities and water level control structures owned by both the city and private parties.
- The need for other maintenance programs as considered necessary.

These requirements are met by the LSWMP.

33. Besides the above maintenance issues, local water management plans will be required to assess the following (taken from MN Rules 8410.0100, Subp. 6):

- The need to establish local spill containment cleanup plans.
- The need for any other necessary management programs.

These requirements are met by the LSWMP.

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 5B – BCWMC Review of City of Crystal Local Water Management Plan
Date: October 7, 2009
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34. The BCWMC's general standards for local water management plans are as follows (taken from Minnesota Statutes 103B.235, Subd. 2):

- Describe existing and proposed physical environment
- Define drainage areas and the volume rates and paths of stormwater
- Identify areas and elevations for stormwater storage adequate to meet the performance standards established in the BCWMC Plan.
- Identify regulated areas.
- Set forth and implementation program, including a description of official controls and, as appropriate, a capital improvement program.

These requirements are met by the LSWMP with the exception of the following issues:

The LSWMP does not identify the elevations of stormwater storage areas within the city. Flood elevations applicable to individual water bodies are not specified within the LSWMP.

Stormwater flow directions are not specified in Figure 2.3 (which includes storm sewer data) or Figure 2.4 (which includes storm sewer data and storm sewersheds). It is recommended that flow directions be added to Figure 2.4.



September 30, 2009

Mr. Mike Welch, Chair
Bassett Creek Watershed Management Organization
c/o Barr Engineering
4700 West 77th Street
Minneapolis, MN 55345

RE: Crystal Local Surface Water Management Plan (LSWMP)

Dear Mr. Welch:

The Metropolitan Council has completed its review of the above plan dated September 2009. The plan provides an overall framework for the city to successfully manage its water resources. The plan is consistent with the Council's *Water Resource Management Policy Plan*.

Thank you for the opportunity to comment on the city's LSWMP. If you have any questions regarding the Council's expectations, please contact Jack Frost, at 651-602-1078. After the city adopts its surface water management plan, a final copy should be forwarded to the Council for our records along with the dates the watershed management organizations approve the plan and when the city adopts the final plan.

Sincerely,

A handwritten signature in black ink, appearing to read 'William G. Moore'.

William G. Moore
General Manager, Environmental Services Division

WGM:jf

cc: Peggy Leppik, Council Member District 6
Tom Mathisen, City of Crystal
Keith Buttleman, Assistant General Manager, Environmental Quality Assurance
Robert Barth, BRA
Denise Engen, Metropolitan Council Sector Representative

To: Bassett Creek Watershed Management Commission

Re: Teacher Focus Group

From: Education and Public Education Outreach Committee

Date: October 5, 2009

Background Information:

BCWMC's Education & Public Outreach Committee anticipates significant benefit in sponsoring a teacher focus group in order to better comprehend the needs of teachers who are interested in providing watershed education for their students. We understand that teachers have huge demands on what they are required to teach and that the requirements on them and their classroom time can and do change. We are convinced that many aspects of watershed education should fit well into science and social studies classes as well as other areas of study. We envision beneficial results in holding a focus group meeting of up to ten teachers to collect their ideas on how to direct our efforts to obtain improved outcomes. We want to invite science and social studies teachers representing multiple grade levels to take part in the focus group. We propose compensating the teachers in the focus group with \$100 stipends for sharing their expertise with each other and us.

The focus group would be structured to learn from the teachers:

- 1) Their watershed education resource needs
- 2) Their awareness and reactions to watershed education resources that are currently available (those previously developed)
- 3) What water education resources they would actually use
- 4) What barriers they encounter to using available water education resources
- 5) What barriers they see in how our BCWMC grants are structured
- 6) How can we better direct our BCWMC grant funds

The BCWMC Education and Public Outreach Committee members include former teachers in the Wayzata and Robbinsdale school districts and the coordinator of Hennepin County's River Watch program. Liz Thornton taught science in Wayzata and during that time she was president of the Minnesota Science Teachers' Association and chaired some of their state conventions. Stu Stockhauss was a social studies teacher as well as the social studies coordinator for the Robbinsdale schools. For the past few years Mary Karius has lead Hennepin County Environmental Services' River Watch Program, a program utilizing teachers and students to monitor local streams. These committee members will design and moderate this teacher focus group. With years of working with and coordinating teachers in our local districts we are fortunate that these committee members will volunteer their time and expertise for this project. Other members of the Education/Outreach committee will volunteer their time to assist Liz, Stu and Mary.

We propose to fund this project through \$1,000 from the Education/Public Outreach budget.

Recommendation:

Approval of \$1,000 for the BCWMC Education/Public Outreach Committee (BCWMC EPOC) of the BCWMC to design and conduct a focus group of science and social studies teachers from multiple grade levels and that this \$1,000 be used for up to ten \$100 stipends for the participating teachers with BCWMC EPOC members volunteering their time. The focus group will be lead by BCWMC EPOC members and will be designed to learn: 1) how we can assist teachers in accessing materials that fit into their standards; 2) explore their ideas for use of this funding source; 3) what are their watershed education resource needs; 4) what is their reaction to watershed resource education materials that are currently available; 5) what barriers they encounter to using watershed education resources; 6) ways to optimize our grant program.

BCWMC Education & Public Outreach Committee Meeting

October 8, 2009 – 9:00 A.M. – Plymouth City Hall, Medicine Lake Room

Members Present: Liz Thornton, Mary Karius, Margie Vigoren, Stu Stockhauss, Mary Gwen-Lenth and Pauline Langsdorf

Meadowbrook School Fall Festival – October 24, 9:00 to Noon

Your Street Connects to Lakes and Rivers is a demonstration piece we will borrow from Hennepin County. It shows how things that go down the storm drain can pollute our water. People interact with this display by rolling different colored balls from the “storm drain” on the picture through a pipe down to the “river,” a bucket at the other end of the pipe. It highlights different kinds of harmful things that can go down the drain.

Liz Thornton, Stu Stockhauss and Mary Gwen-Lenth will staff our demonstration and hand out copies of the *10 Things You Can Do* brochure. Liz will coordinate our efforts with the school.

Teacher Focus Group – 10/15/09 board item

We reviewed this board item and, depending on the results of board action, discussed our next steps on this project. We are considering holding this in early January and plan to have teachers representing elementary, middle and secondary school levels. The purpose of the Focus Group is to learn from the invited teachers how they see watershed and water education fitting into their teaching plans, what they are currently doing, what they would like to do, and what obstacles they have to working the topic into their lessons. The Focus Group will be structured as an inquiry from which we will build an agenda for future action. This is for us to learn from them and give us guidance as we move forward with educational outreach.

Due to extremely good pricing received on the joint purchase of the *10 Best Things Brochure* (six cents per piece instead of 20-25 cents) and careful planning of our other expenditures we have money in the 2009 Education and Public Outreach budget for this opportunity. With the educational expertise we have on our Education/Public Outreach committee we feel confident that we will design a Focus Group that will benefit us. We expect that the teachers will also have found it of value to them. The money requested is for a total of \$1,000 to be used for \$100 stipends for up to 10 teacher participants.

Public Outreach Related to BCWMC Projects and TMDL Studies

We need more information related to current public outreach on BCWMC projects and studies. We would like to receive information from our consultants as to who determines the physical extent of the area that receives project information and public meeting notices related to

projects and studies? We also need to know what the cost is for our current project and study public outreach.

Website Review

This has been postponed to our November meeting.

Upcoming Meetings

Joint EPOC - 10/13/09 – 8:30 A.M. – Plymouth City Hall, Medicine Lake Room

BCWMC Ed/Public Outreach Committee Meeting – 10/16/09 – 9:00 A.M. – Plymouth City Hall – Parker's Lake Room

BCWMC Ed/Public Outreach Committee Meeting – 11/13/09 – 9:00 A.M. – Plymouth City Hall



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Item 6A

Minneapolis, MN • Hibbing, MN • Duluth, MN • Ann Arbor, MI • Jefferson City, MO • Bismarck, ND

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 6A – Circle Park Pond Improvements (BCWMC CIP PL-6: Parkers Lake): Plymouth
BCWMC October 15, 2009 Meeting Agenda
Date: October 7, 2009
Project: 23/27 051 2009 003

6A. Circle Park Pond Improvements (BCWMC CIP PL-6: Parkers Lake): Plymouth

Summary

Proposed Work: Capital Improvement Project PL-6

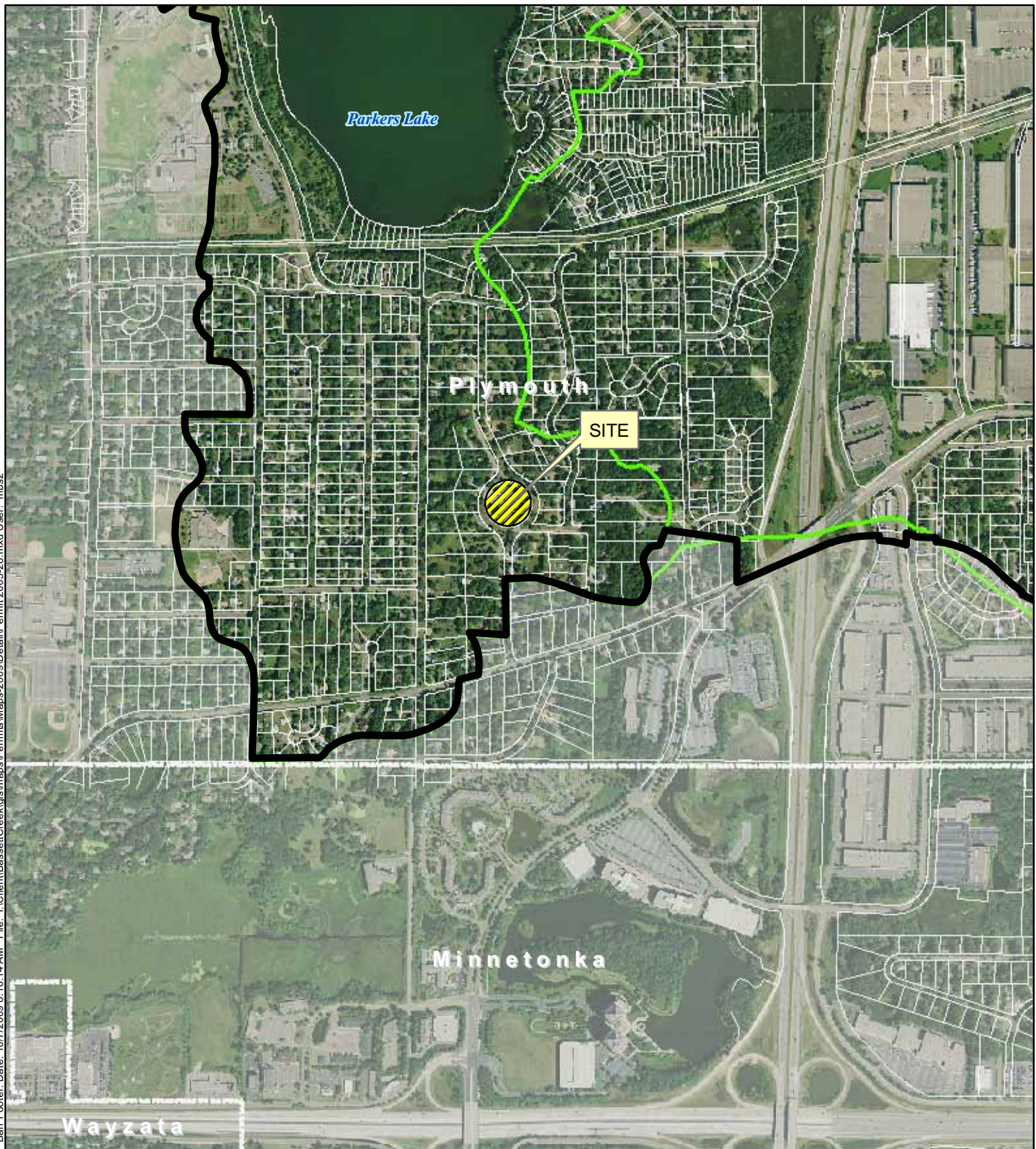
Basis for Commission Review: Information only

Change in Impervious Surface: Not applicable

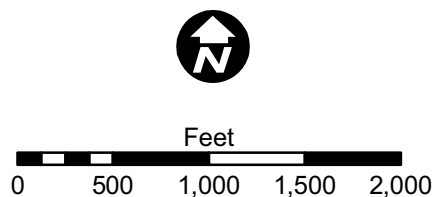
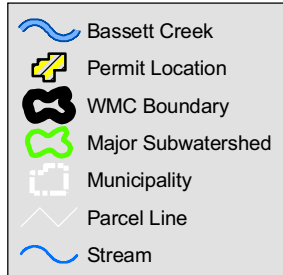
Recommendation: Although formal Commission action is not required, the Amendment to the Cooperative Agreement must be signed by BCWMC Chair and Secretary

A request was received by City of Plymouth for review of revised grading, drainage, and erosion control plans for the above-referenced project. The project (PL-6) is part of the BCWMC's Capital Improvements Program (CIP) for Parkers Lake and was authorized by the Bassett Creek Watershed Management Commission (BCWMC) on March 17, 2005 (Resolution 2005-04). The Cooperative Agreement for Parkers Lake Improvements between the BCWMC and City of Plymouth was executed April 21, 2005. The project includes the excavation of a 1.7 acre-ft. (2,800 cubic yards) pond and will prevent approximately 1.8 pounds of phosphorus annually from discharging to Parkers Lake. The improvements were initially scheduled for 2005/2006; however, the City delayed the project in an effort to combine it with other Plymouth projects. The City recently selected GF Jedlicki to construct the project based on its low bid of \$40,331. Construction is anticipated during the 2009/2010 winter with final restoration by June 2010. Revised drawings for the Circle Park Pond improvement project have been reviewed and approved by BCWMC staff.

The BCWMC reviewed preliminary drawings and provided comments to Plymouth in its October 3, 2005 letter. BCWMC comments included implementation of a skimming structure to improve the efficiency of the water quality pond. The City estimated it would cost \$14,000 to include the skimming structure. At its December 2005 meeting, the Commission directed counsel to prepare an Amendment to the Cooperative Agreement (Amendment) to include the \$14,000 project cost increase to allow for construction of the skimming structure at the pond outlet. The Amendment increased the maximum reimbursement to the city from \$42,000 to \$56,000 to reflect the \$14,000 cost of the skimmer construction. The BCWMC approved the Amendment at its January 19, 2006 meeting. During final review of the project, it was noted the Amendment was not executed. The City of Plymouth recently provided signed copies of the Amendment for signing by BCWMC Chair and Secretary.



Imagery Source: Aerials Express, 2008



LOCATION MAP
APPLICATION 2005-28
CIP PL-6: Parker Lake
Circle Park Pond Improvements
Plymouth, MN



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Item 6B

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 6B – Proposed BCWMC Projects for Clean Water Fund Grant Application
Date: October 7, 2009
Project: 23/27 051 2009 003

6B. Proposed BCWMC Projects for Clean Water Fund Grant Application

Recommended/requested Commission action:

1. Select projects to include in application for Clean Water Fund Grants
2. Direct staff to prepare Clean Water Fund Grant application(s)

The Minnesota Board of Water and Soil Resources (BWSR) recently released the request for proposals (RFP) for their 2010 Competitive Grant Application. The application will include the Interagency Clean Water Fund Application, along with three other areas of application. The application period begins October 15, and applications are due December 1, 2009 (the application forms will be available soon). The attached information regarding the Clean Water Fund grants is from the Grants page on the BWSR website; note the ranking criteria on the last page.

At the September Commission meeting, the Commission asked staff to provide information regarding all of the potential projects that the Commission could consider for its application for Clean Water Fund grants. The table below lists the potential projects; projects in bold are those that are proposed for implementation in the next few years:

Table 1 Potential Projects

Project	Estimated Cost	Proposed Year(s) of Implementation
Channel Restoration Projects		
Plymouth Creek, Medicine Lake to 26th Avenue	\$845,200	2010
Main Stem, Crystal Boundary to Regent Avenue	\$636,100	2010-2011
Main Stem, Duluth Street to Westbrook Road	\$715,000	2011—2012
North Branch, 36 th Avenue Bassett Creek Park	\$660,000	2013-2014
Plymouth Creek, 26 th Avenue to 37 th Avenue	\$559,000	2015

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Agenda Item 6B – Proposed BCWMC Projects for Clean Water Fund Grant Application
Date: October 7, 2009
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Project	Estimated Cost	Proposed Year(s) of Implementation
Stormwater BMP Projects		
Pond NL-2 (Northwood Lake)	\$943,000	2011-2012
Ponds BC-3, 5, 7 (Main Stem)	\$1,300,000	2012-2017
Ponds BC-2, 4, 6, 8 (Main Stem)	\$1,208,000	2013-2016
Ponds NL1 (Northwood Lake)	\$595,000	2014-2015

All of the above projects are included in the Commission's CIP. Although not currently in the CIP, the modification of the Wirth Lake outlet structure (proposed as part of the Wirth Lake TMDL) could also be considered for a grant application. The project could be partially paid for with funds the Commission collected to implement CIP projects WTH-2 and WTH-3. The Commission authorized these projects in 2006.

The BWSR website makes the following important notes about the Competitive Grant Application:

- The CWF Implementation funds must emphasize outcomes through implementation of projects and initiatives
- Water quality monitoring is not an eligible activity for these funds
- Clean Water Funds are directed at water quality benefits.
- Leveraged funds claimed in successful applications that have been used as part of the evaluation process must be identified in the project work plan and reported as part of project expenditures
- All data collected as part of funded grant projects is public data.
- Eligible projects must be electronically submitted by the application deadline.
- Notes the dates and locations of Outreach Meetings where more information about the grant application process will be available.

The Clean Water Fund was established to implement the Clean Water, Wildlife, Cultural Heritage, and Natural Areas Constitutional Amendment (House File 1231, Session Law Chapter 172) which has the purpose of protecting, enhancing, and restoring water quality in lakes, rivers, and streams in addition to protecting groundwater and drinking water sources from degradation. Table 1 lists the various programs available to BWSR and other executive branch agencies from the Clean Water Fund. Final funding decisions will be dependent on the actual funds available.



Table 1: FY2010 Competitive Clean Water Grants

Agency Fund	FY10 Amount	Governmental Units Eligible for Funding*	Required Local Match**
BWSR Runoff Reduction Grants	\$2,460,000	Watershed Districts and Watershed Management Organizations (WMOs)	25%
BWSR Clean Water Assistance Grants	\$2,650,000	SWCDs, Watershed Districts, WMOs and Counties, and JPBs of these organizations	25%
BWSR Feedlot Water Quality Management Grant	\$2,500,000	SWCDs, Watershed Districts, WMOs, Counties, Cities, and JPBs of these organizations	25%
BWSR Shoreland Improvement Grants	\$1,400,000	SWCDs, Watershed Districts, WMOs, Counties, Cities, and JPBs of these organizations	25%
BWSR Conservation Drainage Advancement Grants	\$200,000	SWCDs, Watershed Districts, WMOs, Counties, and JPBs of these organizations	25%
MPCA SSTS Inventory Grants	\$350,000	Counties	50%
BWSR SSTS Imminent Health Threat Abatement	\$800,000	Cities and Counties	Not required
BWSR SSTS Program Enhancement Grants	\$870,000	Counties	Not required
MDA Clean Water Ag BMP	\$1,800,000	Eligible AgBMP Loan authorities	Not required
Total	\$13,030,000		

* All applicants must have an approved TMDL Implementation Plan, a current watershed management plan, county comprehensive local water management plan, local surface water management plan, metro groundwater plan, surface water intake plan, or well head protection plan that has been state approved and locally adopted.

** Local Match = Non-state or non-federal cash or in-kind cash value contribution

Application Deadline and Timeline for FY2010 Appropriation

- | | |
|--|--|
| <input type="checkbox"/> October 15, 2009 | Application period begins |
| <input type="checkbox"/> December 1, 2009 | Application deadline at 4:30 PM |
| <input type="checkbox"/> January 27, 2010 | BWSR Board authorizes awards (proposed) |
| <input type="checkbox"/> February-March 2010 | Award notices sent out to applicants |
| <input type="checkbox"/> March-April 2010 | BWSR grant agreements sent out to recipients |

Program Funding Eligibility Requirements

- All applications submitted under the Clean Water Fund must request state funds to be equal to or exceed \$30,000. Applications submitted that do not meet this minimum dollar amount requirement will not be accepted.
 - BWSR Clean Water Fund grants provide a maximum rate of 75 % of the eligible costs. Applicants are responsible for providing 25% of the cost with either local (non-state, non-federal) or in-kind cash value.
 - Practices must be of long-lasting public benefit with a minimum 10 years effective life.
 - To the extent possible, applicable projects must have vegetation planted or seed sown only of ecotypes native to Minnesota, and preferably of the local ecotype, using a high diversity of species originating from as close to the site as possible, and protect existing native prairies from genetic contamination.
1. **BWSR Runoff Reduction Grants.** Only Watershed Districts (WDs) and Water Management Organization (WMOs) are eligible to apply for these funds. Funds are to be used for structural & vegetative practices to reduce stormwater runoff and retain water on the land to reduce the movement of sediment, nutrients and pollutants. Practices should accomplish restoration, protection or enhancement of water quality in lakes, rivers and streams and/or protect groundwater and drinking water. Projects must be identified in a TMDL implementation plan or be a priority in a local water management plan.
 2. **BWSR Clean Water Assistance Grants:** WDs, WMOs, Soil and Water Conservation Districts and Counties are eligible to apply for these funds. Funds are to be used to keep water on the land, and to protect, enhance and restore water quality in lakes, rivers and streams and to protect groundwater and drinking water. Projects must be identified in a TMDL implementation plan or be a priority in a local water management plan, groundwater plan, well head protection plan or surface water intake plan.
 3. **BWSR Feedlot Water Quality Management Grants:** These funds may be used to provide financial assistance to fix existing feedlot pollution problems from feedlot operations less than 300 animal units in size and located in a riparian area or impaired watershed. New feedlot projects are not eligible for funding. Riparian lands are defined as areas within:
 - 1,000 feet from a lake
 - 300 feet from a stream
 - 100-year floodplain
 - Defined sinkhole catchment area
 - Drinking Water Supply Management Area (DWSMA) defined by the Minnesota Department of Health

- 300 feet of an open tile intake where the sub-surface drainage system discharges directly into public waters
- 300 feet of a public or private drainage ditch that discharges directly into public waters
- 300 feet of a public waters wetland

Please note that the Minnesota Feedlot Annualized Runoff Model (MinnFARM) must be used to determine the feedlot runoff compliance status, prioritization MinnFARM index value, and annual pollutant load reductions. The feedlot must have a pollution problem stemming from feedlot runoff, milk house waste, or another feedlot water quality parameter in order to be eligible for grant funds.

4. **BWSR Shoreland Improvement Grants.** These funds are to be used to implement streambank, stream channel and shoreline protection and restoration grants for water quality. Projects must be identified in a TMDL implementation plan or be a priority in a local water management plan.
5. **BWSR Conservation Drainage Advancement Grants.** These funds are for pilot projects to retrofit existing drainage systems with water quality improvement practices, evaluate outcomes and provide outreach to landowners, public drainage authorities, drainage engineers, contractors and others.
6. **BWSR Imminent Health Threat Abatement.** These funds are to be used to address imminent health threat and failing SSTS systems for low income homeowners. It is strongly suggested that applicants use existing income guidelines from the US Rural Development as the basis for their definition of low income. Applicants should identify their income guideline requirements in their application.
7. **BWSR SSTS Program Enhancement Grants.** These funds are to be used by Counties to implement SSTS programs including inventories, enforcement, databases and systems to insure SSTS maintenance reporting programs. Counties must abide by MS 115.55 Sec2.
8. **MPCA SSTS Inventory Grants.** These funds are to be used by Counties for direct inspections to determine the number of SSTS systems that are failing or posing an imminent health threat in riparian lands. Counties must have a countywide ordinance in compliance with MR 7082 adopted by February 4, 2010. Riparian lands are defined previously under #3, Feedlot Water Quality Management Grants.
9. **MDA Clean Water Ag BMP.** Approximately \$2.0 million in loan funds will be available for activities identified in eligible TMDL Implementation Plans. Funding through the AgBMP Loan Program will be coordinated with successful CWF applications through the Board of Water and Soil Resources (BWSR), Pollution Control Agency (MPCA), Department of Natural Resources (DNR), or any other state agency receiving CWF appropriations when an applicant requests AgBMP funds. This coordination will be initiated by the applicant indicating in the grant application that there is a loan component in the proposal and the amount they are requesting for loans. No additional details of the loan component will be required in the grant application; however, the applicant must fully respond to all grant project description requests.

Eligible Costs

- Expenditures incurred during the effective dates of the grant agreement or after the date of grant agreement execution, whichever is later;
- Salary, equipment, supplies and materials directly incurred through project activities that are solely related to and necessary for producing the products described in the approved work plan. These expenses must be specified in the application.
- Up to 5% of the total project cost may be used for grant administration and must be specified in the application.

CWF Project Reporting Requirements

- CW Funds administered by BWSR will be administered via a standard grant agreement.
- All BWSR funded projects will be required to develop a work plan including detail relating to the outcome(s) of the proposed project. All activities will be reported via the eLINK reporting system. For more information on eLINK go to:
<http://www.bwsr.state.mn.us/outreach/eLINK/index.html>.
- Grant recipients must display on their website the previous calendar year's detailed information on the expenditure of grant funds and measurable outcomes as a result of the expenditure of funds according to the format specified by the BWSR, by June 30 of each year.

Grants and Public Information

Under Minnesota Statute 13.599, responses to a RFP are nonpublic until the application deadline is reached. At that time, the name and address of the grantee, and the amount requested becomes public. All other data is nonpublic until the negotiation of the grant agreement with the selected grantee is completed. After the application evaluation process is completed, all data (except trade secret data) becomes public. Data created during the evaluation process is nonpublic until the negotiation of the grant agreement with the selected grantee(s) is completed.

Prevailing Wage

It is the responsibility of the grant recipient or contractor to pay prevailing wages on construction projects to which state prevailing wage laws apply (Minn. Stat. 177.42 – 177.44). All laborers and mechanics employed by grant recipients and subcontractors funded in whole or in part with state funds included in this RFP shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality.

Additional information on prevailing wage requirements is available on the Department of Labor and Industry (DOLI) website: <http://www.dli.mn.gov/LS/PrevWage.asp>. Questions about the application of prevailing wage rates should be directed to DOLI at 651-284-5091. The Grant recipient is solely responsible for payment of all required prevailing wage rates.

Questions

Questions regarding grant applications should be directed to the BWSR Clean Water Specialist or your area Board Conservationist (<http://www.bwsr.state.mn.us/contact/index.html>).

Ranking Criteria for 2010 CW Fund Projects

An interagency work team (BWSR, MPCA, MDA, MDH and DNR) will be reviewing and ranking all CW Fund applications. Applications should focus on prioritization of BMPs identified in the TMDL implementation plan and/or local water management plan, and the outcomes achieved by installation of the projects.

Ranking Criteria	Maximum Points Possible
The proposed project demonstrates a high potential of success based on project organization and management structure, and a broad coalition of community support and public involvement within the project area. The project has the potential to provide multi-benefits in areas such as pollution reduction, hydrologic management, and habitat improvement.	10
The anticipated outcomes resulting from completion of the project initiatives on the water resources identified or the pollutant reduction required in the TMDL.	25
The application has a set of initiatives that anticipates beginning implementation soon after grant award and has a relatively detailed inventory of implementation locations or activities.	10
The level of funding that can be documented from other sources including Federal and state to augment CW Funding above the required minimum local match requirements.	10
Priorities listed are derived from a TMDL Implementation Plan or Comprehensive Local Water Management Plan.	30
The application identifies the life expectancy of the project and proposes a plan for the short and long-term operation and maintenance of the project.	10
The application documents that proposed activities are consistent with existing Ground Water Plans, Wellhead Protection Plans or Source Water Protection Plans with respect to prioritization, location or focus.	5
Total Points Available	100

**For projects that have previously received Clean Water Legacy funds, the amount of funding that has been spent and encumbered accomplishing project activities to date will be considered.*

Kennedy

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Graven

CHARTERED

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Item 6C

MEMORANDUM

Date: October 6, 2009

To: Bassett Creek Watershed Management Commissioners and Alternates

From: Charles LeFevere

Re: Joint Powers Agreement

The Commissioners identified as one of their goals to amend or update the Commission's joint powers agreement. I was requested to report on any housekeeping changes that the Board might consider.

The current joint powers agreement has served the Commission well over the years. I do not recall any times when the joint powers agreement has prevented the Commissioners from taking action that they thought appropriate.

There are a number of changes that could be made to shorten the document. For the most part, these are instances where provisions in the joint powers agreement merely repeat provisions of state law. As such, they may serve an educational purpose. However, there is the risk that if the law is changed, the joint powers agreement will have to be changed as well.

These changes would really be in the nature of editing the document rather than changing its substance. Therefore, unless the Commission has substantive changes that it wishes to make to the agreement, it may not be worth the effort to make changes that are merely a matter of editing because it may not be an easy matter to secure unanimous approval of these changes by all of the city councils of the members.

The following are changes that could be made that would shorten the agreement without changing its substantive provisions.

1. The opening paragraph entitled PREFACE could be deleted.
2. The next section of the agreement is entitled STATEMENT OF INTENT REGARDING AGREEMENT. This three-page statement could be deleted as well. Minnesota Rules,

Section 8410.0040 requires that joint powers agreements contain a statement of purpose consistent with Minnesota Statutes, Section 103B.201. However, Article II of the joint powers agreement entitled GENERAL PURPOSE meets this requirement.

3. Part of Article V, Subdivision 3 establishes procedures for public notification and notification of BWSR of vacancies and appointments. These matters are covered by state law. Therefore, this part of Subdivision 3 could be deleted.
4. Article V, Subdivision 5 also provides for filing of appointments and notification to BWSR of appointments and vacancies. Again, since this is covered by state law, it could be deleted.
5. Under the Powers and Duties of the Board, Article VI, Subdivision 5 contains a description that is slightly over one page long and simply repeats the process for adoption and review of plans that is described in state law and the BWSR rules. This subdivision could be deleted and substituted with the statement that the Commission will assume all responsibilities for planning and review of local plans of a watershed management organization under Minnesota law.
6. Article VII is entitled METHOD OF PROCEEDING. I believe that subdivisions 1 through 4 could be deleted. Subdivisions 2 and 3 relate to the succession of the duties and responsibilities of the Commission's predecessor, the "Bassett Creek Water Management Commission" and the transfer of its funds to the Commission, all of which has long since occurred and been completed. Subdivision 4 seems to me to be largely a description of a basic part of the planning process for water management.
7. Under Subdivision 5 of Article VII, the Commission is required to give 45 days' mailed notice of hearings on improvements to the city clerks. It would be helpful, for administrative purposes, if this section could be amended so that the notice period is consistent with the notices that are required under state law for hearings on plan amendments and projects that will be supported by tax levies. I do not believe we have missed this 45-day notice period in the past. However, this long period could result in a project being delayed. The requirement for notice of the hearing in the case of a capital project is only two successive weeks, rather than the month and one-half notice required under the joint powers agreement. Subdivision 5 also establishes some procedures and timing intended to allow cities to conduct hearings under Minnesota Statutes, Chapter 429 for special assessments in cases where cities intended to finance their share of projects by levy of special assessments. I do not believe that this has occurred in the past, and currently the Commission is funding all of its capital projects through an ad valorem tax levy. However, it is conceivable that such a process could be used in the future. Therefore, this language should probably be left in the agreement.
8. Some of the other terms of Article VII deal with the procedures for establishing contributions from member cities for capital projects and resolving disputes about those allocations. Since the Commission is currently funding all of its projects through ad valorem tax levies, these procedures have not been used. However, in the event the

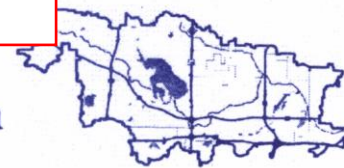
Commission wishes to undertake a capital project in the future that is not approved by the county, it may be necessary to have these procedures in the joint powers agreement, and I would not recommend making a change.

9. Subdivision 12 of Article VII deals with review of local plans. This is perhaps more detailed than is necessary, and could be replaced by a reference to state law, which provides for review of local plans as well.

Finally, if revisions are made, I would probably recommend some minor editorial changes of text or language not affecting the substance of the agreement.

Bassett Creek Watershed Management Commission

www.bassettcreekwmo.org



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

October 6, 2009

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

Mr. Kevin Springob
Water Resource Technician
City of Plymouth
3400 Plymouth Boulevard
Plymouth, MN 55447

Ms. Lois Eberhart, Water Resource Administer
City of Minneapolis
Engineering Design
309 Second Avenue South, Rm. 300
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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 1-3, 2009**

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 1-3, 2009. 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

Bassett Creek Office Center: 10th Avenue must be swept at rock construction access to remove sand and silt.

Hennepin County Library: Silt fence or other erosion protection must be installed around exposed soil and soil stockpiles.

Shops at Plymouth Town Center: Silt fence or other erosion protection must be installed around exposed soil stockpile.

36th Avenue Reconstruction: Inlet protection must be maintained; silt fence or other erosion protection must be installed around exposed soil stockpile.

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

Crystal Street Reconstruction

City of Golden Valley

Crown Packaging (inactive)

Golden Meadows (inactive)

Golden Ridge (inactive)

Laurel Hills East Condominiums
Miner Site (construction not started)
North Hennepin Regional Trail / Golden Valley Trail Phase 2
North Wirth Business Center (inactive)
1240 Angelo Drive

City of Medicine Lake

None to report

City of Minneapolis

Lowell Curve (inactive)
Lowry Street Reconstruction
Van White Memorial Boulevard (inactive)

City of Minnetonka

Archwood
Austrian Pines (inactive)
Cantera Woods (inactive)
Crest Ridge Corporate Center
Sherwood Forest Neighborhood Street Reconstruction
Trader Joe's (construction not started)

City of New Hope

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

City of Plymouth

ATK (4700 Nathan Lane)
Banner Engineering (construction not started)
Bassett Creek Crossing
Beacon Academy (inactive)
Circle Park Pond (construction not started)
County Rd 9 & 61 Erosion Repair
Executive Woodlands (inactive)
Four Points (inactive)
Hidden Acres (construction not started)
Larkin Pond (inactive)
1900 E Medicine Lake Dr (inactive)
Plymouth Creek Ponds
Plymouth Crossing Station (construction not started)
South Shore Drive Town Home
Timber Creek Improvements
26th Ave Culvert Replacement
Wood Creek
Woods at Medicine Lake
Zero Max

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 Crystal

Cub Foods Refueling Center

City of Minnetonka

City View Heights

City of Plymouth

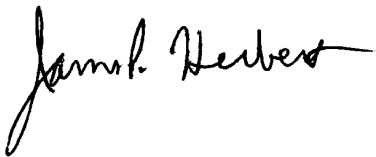
Plymouth Office Plaza

Quest Development

Toll Gas Welding

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

Sincerely,



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

JPH/ymh

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