



## **Bassett Creek Watershed Management Commission**

### **A g e n d a**

**11:30 a.m., Thursday, December 17, 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 November 18, 2009, Meeting Minutes \***
  - B. Presentation of Financial Statements \***
  - C. Presentation of Invoices for Payment Approval**
    - i. Kennedy & Graven – Legal Services through**
    - ii. Barr Engineering – Engineering Services through**
    - iii. Amy Herbert – November Administrative Services**
  - D. Resolution to transfer funds from Administrative Account to TMDL, Channel Maintenance/ Erosion, and Long-Term Maintenance Funds**
- 5. NEW BUSINESS – No New Business this month**
- 6. OLD BUSINESS**
  - A. Medicine Lake Draft TMDL Update**
  - B. Administrative Services Committee Update on Request for Proposals for Administrative Services** (*see draft scope of services*)
  - C. Education and Public Outreach Committee**
    - i. \$100 Budget increase for Teacher Focus Group** (*see memo from the Committee*)
  - D. Resource Management Plan – cultural resource review next steps**
  - E. Mississippi River E. coli TMDL Study**
  - F. Flood Control Project Inspections** (*see memo from Barr*)
  - G. Clean Water Fund Grants Update** (*see memo from Barr and copy of grant submittal*)
- 7. COMMUNICATIONS**
  - A. Chair**
  - B. Commissioners**
  - C. Committees**
  - D. Counsel**
  - E. Engineer**
- 8. ADJOURNMENT**

# Bassett Creek Watershed Management Commission

## Minutes of the Meeting of November 18, 2009

### 1. Call to Order

The Bassett Creek Watershed Management Commission (BCWMC) was called to order at 11:40 a.m., Wednesday, November 18, 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>	Karen Chandler
<i>Medicine Lake</i>	Alternate Commissioner Ted Hoshal	<i>Recorder</i>	Amy Herbert
<i>Minneapolis</i>	Commissioner Michael Welch, Chair		
<i>Minnetonka</i>	Commissioner Kris Sundberg		
<i>New Hope</i>	Alternate Commissioner John Elder		
<i>Plymouth</i>	Commissioner Ginny Black		
<i>Robbinsdale</i>	<i>Not represented</i>		
<i>St. Louis Park</i>	Commissioner Jim deLambert		

Also present: Derek Asche, BCWMC Technical Advisory Committee, City of Plymouth  
 Alye Bohn, City of Golden Valley intern  
 Jack Frost, Metropolitan Council  
 Dave Hanson, Alternate Commissioner, City of Golden Valley  
 Tom Mathisen, BCWMC Technical Advisory Committee, City of Crystal  
 Jeff Oliver, BCWMC Technical Advisory Committee, City of Golden Valley  
 Stu Stockhaus, Alternate Commissioner, City of Crystal  
 Liz Stout, BCWMC Technical Advisory Committee, City of Minnetonka  
 Liz Thornton, Alternate Commissioner, City of Plymouth

### 2. Approval of Agenda and Consent Agenda

Ms. Black moved to approve the agenda as amended. Ms. Loomis seconded the motion. The motion carried unanimously [City of Robbinsdale absent from the vote]. Chair Welch requested the removal of the October 15, 2009, meeting minutes and the November financial report from the Consent Agenda and announced that there is no need to take action on the Consent Agenda. Chair Welch introduced the New Hope Alternate Commissioner John Elder, who will be taking over the Commissioner role on February 1<sup>st</sup>.

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

No citizen input on non-agenda items.

### 4. Administration

- A. Presentation of the October 15, 2009, BCWMC meeting minutes. Chair Welch requested on behalf of Commissioner Langsdorf that the meeting minutes be amended on page 6, second to last paragraph, third sentence to read, "She said he responded that when included as part of a larger project application that funding would rank higher if there was a component of public outreach." Ms. Black moved to approve the minutes as amended. Ms. Loomis seconded the motion. The motion carried unanimously [City of Robbinsdale absent from the vote].

- B. **Presentation of the Financial Statement.** Chair Welch stated he removed the financial report from the Consent Agenda so the Commission would take a few minutes to review it since the Commission is approximately three-fourths of the way through its fiscal year. Chair Welch noted the amount of permit revenue received to-date is lower than anticipated and reflects the economy. Chair Welch asked Ms. Chandler to look at the amounts remaining in the Engineering water quality/ monitoring budget and Engineering Administration budget and asked if there are water quality/ monitoring expenses that haven't yet been billed to the BCWMC. Ms. Chandler said Barr will be reviewing the monitoring data and writing the reports. Chair Welch stated that if the Administration costs run over budget then the BCWMC would want an explanation.

Ms. Loomis announced that the date for non-interest bearing accounts being FDIC secured has been extended to 2013. Ms. Loomis also mentioned that the BCWMC may want to consider during its 2011 budget process using financial incentives for residents to encourage installation of Best Management Practices (BMPs) as part of the TMDL implementation process. Chair Welch stated that the Commission would receive and file the financial report.

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

<u>Checking Account Balance</u>	<u>509,057.25</u>
<b><i>TOTAL GENERAL FUND BALANCE</i></b>	<b><i>509,057.25</i></b>
Construction Account Cash Balance	2,635,670.77
Investment due 10/18/2010	533,957.50
<u><b><i>TOTAL CONSTRUCTION ACCOUNT BALANCE</i></b></u>	<u><b><i>3,169,628.27</i></b></u>
<u><b><i>-Less: Reserved for CIP projects</i></b></u>	<u><b><i>3,256,699.00</i></b></u>
<b><i>Construction cash/ investments available for projects</i></b>	<b><i>(87,070.73)</i></b>

- C. **Presentation of Invoices for Payment Approval.**

**Invoices:**

- i. Kennedy & Graven – Legal Services through September 30, 2009 - invoice for the amount of \$2,564.90.
- ii. Barr Engineering Company – September Engineering Services - invoice for the amount of \$28,329.33.
- iii. Amy Herbert – October Recording Administrator Services - invoice for the amount of \$3,272.62.
- iv. Judy Arginteanu – Contract for three watershed education articles in 2009 - invoice for the amount of \$900.00.
- v. City of New Hope – Final reimbursement for Northwood East Sediment Pond – request in the amount of \$10,754.14.
- vi. SEH, Inc. – Review of St. Louis Park Local Water Management Plan - \$1,200.00.

Ms. Loomis moved to approve the payment of the invoices. Ms. Black seconded the motion. By call of roll, the motion carried unanimously with seven votes in favor [City of New Hope abstained from the vote. City of Robbinsdale absent from the vote].

- D. **The Open Meeting Law and E-Mail.** Mr. LeFevere said the League of Minnesota Cities

Insurance Trust (LMCIT) Open Meeting Law policy is a good guideline for the Commission to keep in mind. He stated that the Open Meeting Law also applies to BCWMC committees. Mr. LeFevere reminded the Commission that an e-mail communication involving a quorum of the Commission may be a violation of the Open Meeting Law. Mr. LeFevere advised the Commission that if the members have an electronic communication that is more than a one-to-one person communication, the communication should be funneled to Ms. Herbert and she can pass it on and can also consult with Mr. LeFevere with respect to Open Meeting Law guidelines.

Chair Welch remarked that the BCWMC doesn't really have a set of governance policies and he thinks the Commission should review whether it needs some in place. He said that he has asked staff to look at background information on a records retention policy, which the Commission does not have but needs to have. Chair Welch pointed out that one-on-one electronic communication forwarded ahead to one, then again to one, and then again to one is a violation of the Open Meeting Law. Mr. LeFevere reminded the Commission that a few years ago it did add Open Meeting Law insurance to provide some, although limited, protection in case of a violation of the Open Meeting Law. He said that however, a lengthy lawsuit that is won isn't better than not having to go through the lawsuit in the first place.

Chair Welch said the best practice for the Commission is to route things through Ms. Herbert. Mr. LeFevere reminded the Commission to use him as a resource for questions. Ms. Langsdorf asked if she should send out committee meeting agendas through Ms. Herbert. Chair Welch said it would be best because otherwise it would be easy for someone to receive the e-mail, reply to all, and begin a discussion that way. Mr. LeFevere mentioned that related to the Data Practices Act, e-mail communications are subject to recovery as public data.

## 5. New Business

- A. **Presentation by Alye Bohn on her thesis "BASSETT CREEK: PERCEPTIONS OF AN URBAN STREAM: Discovering why Bassett Creek developed as it did and resident perceptions today."** Ms. Alye Bohn, a current intern with the City of Golden Valley, presented to the Commission her spring 2009 undergraduate senior honors thesis "Bassett Creek: Perceptions of an Urban Stream: Discovering why Bassett Creek developed as it did and resident perceptions today". Ms. Bohn described her research process including a 21-question mailed survey sent to residents through a random selection based on Hennepin County tax parcel data. She shared the historical information she had gathered about the creek including its physical geography, early settlement and development, and urbanization. Ms. Bohn discussed the data she received from the 51 completed or partially completed surveys out of the 161 surveys received via mail by residents. She highlighted that 95% of the respondents believed that Bassett Creek is an important environmental element in the community. Ms. Bohn summarized that respondents show a high concern and interest for the creek and its surroundings and the five important factors residents base their perceptions of the creek on are recreation, scenery, water quality, participation, and maintenance.

Following the presentation the Commission discussed whether Bassett Creek historical information is archived and the Commission recommended that the Education Committee discuss the topic and bring ideas back to the Commission at some point.

## 6. Old Business

- A. **Administrative Services Committee Update on Request for Proposals.** Chair Welch clarified that the request for proposals is for administrative services tasks. He reported that the Committee

has meet with Springsted, Inc., who is contracted with the BCWMC to develop a scope of services for the administrative tasks. Ms. Black reported that she has spoken with Springsted, Inc. who will be sending the Committee a draft scope of services either today or tomorrow. Ms. Black said the Administrative Services Committee will meet after Thanksgiving to discuss the draft scope of services and will bring the draft scope and the Committee's comments to the Commission at the December meeting.

- B. Resource Management Plan.** Chair Welch provided the background of the Resource Management Plan (RMP). He said the Commission packaged a number of projects together for the purpose of preliminary permitting with the U.S. Army Corps of Engineers (Army Corps). Chair Welch said the process for getting the RMP approved by the Army Corps is coming to a close and two agencies responded as part of the public comment process.

Ms. Chandler said the Minnesota Department of Natural Resources (DNR) commented as did the Minnesota Historical Society. She said the DNR letter had specific comments and addressed three projects in particular and its concern about the proposed excavation for stormwater ponds in wetlands. Ms. Chandler explained that the Grimes Pond and Wirth Lake ponds are probably not going to end up being projects in the long run. She stated that the City of Robbinsdale is considering eliminating the Grimes Pond project and the Wirth Lake TMDL as it is currently being crafted calls for the modification of the Wirth Lake outlet, which will eliminate the need for the pond. Ms. Chandler said a response would be needed only for the proposed pond in the Main Stem Watershed. She said the DNR also commented regarding the use of specific design principles for stream restoration projects. Ms. Chandler said the Commission Engineer recommends responding to comments from the Army Corps and also to the comments from the DNR.

Chair Welch said he was glad the Commission heard from the DNR. He said one of the values of the RMP proved itself already with this letter in the fact that the DNR now knows what the BCWMC has in mind in terms of future projects. Chair Welch said the Commission could work with the DNR on how to modify the idea or design before the Commission spends money on the feasibility study or capital project.

Chair Welch said the Historical Society letter refers to a review process that is very long and costly. He said the Commission needs to decide how to proceed. Chair Welch suggested the Commission begin to assess the costs of a cultural 106 review and to have at least a telephone conference if not a sit down conference with the Army Corps regarding the area of possible effects and next steps. Ms. Chandler said that Barr had hired a firm to conduct the first level of a cultural review for the RMP. Mr. LeFevere suggested that Barr call the consultant before calling the Corps or the Historical Society since the consultant may have some ideas on how to frame the issues. Chair Welch asked Ms. Chandler to make a phone call to that firm to ask about what the Commission's next steps would be and then to contact the Army Corps to set up a discussion. He said he is willing to participate in the discussion with the Army Corps and Mr. deLambert also volunteered to participate in the discussion with the Army Corps. Ms. Chandler said that Barr can contact the firm and ask about the next steps and get back to the Commission and can also contact the Army Corps.

- C. Comments on Medicine Lake TMDL Public Meeting.** Chair Welch reported that based on the Medicine Lake Steering Committee and the public meeting the MPCA is redoing the draft TMDL, which the MPCA thought would be ready by now. He said the TAC didn't want to spend time reviewing the draft until it is in its final form but said it could hold a special meeting to review the draft TMDL if the Commission concurs. Chair Welch reported that Joel Settles of Hennepin County indicated that the County is interested in being part of the categorical wasteload allocation.

Chair Welch stated that the Commission should consider whether it wants to communicate to the MPCA before it finishes the next draft. He said the TAC is not interested in doing so and would rather see how the MPCA handles the comments the Commission and other stakeholders have already provided. Chair Welch remarked that there is a lot that still needs to be figured out. He said there is concern about the aspect that the draft TMDL states that the internal load will be zero. Chair Welch said that issue is the one he thinks the Commission should consider whether or not it wants to comment on prior to the MPCA finishing the next TMDL draft. He said he thinks the Commission may want to comment on the issue before it agrees to the assumption of zero internal load. Chair Welch asked the Commission if it wants to communicate to the MPCA right now or to wait for the draft TMDL. The Commission agreed it wanted to comment on the draft once it is received. Chair Welch stated that the Chair and staff will work together to convene a TAC meeting as soon as the Commission receives the draft TMDL from the MPCA and the TAC will provide the input to the Commission at either the December or January BCWMC meeting.

Mr. Oliver said that even if the City and the members of the categorical wasteload allocation remove the majority of the phosphorus assigned, Medicine Lake still won't meet its goal once the wind blows. He said the City is concerned that the MPCA through the MS4 permits will come back and say the cities did not meet their allocation goals and that it will cost the cities many more millions of dollars to follow up. Mr. Oliver said the City of Golden Valley wants a commitment from the MPCA that it will be measured solely on the efforts for the source load rather than the internal load and that the MPCA cannot put restrictions on permits because of internal loading. Mr. Oliver said he thinks the cities, the MS4s, and the Commission should do anything it can to get assurances from the MPCA.

Mr. LeFevere suggested that the Commission could acknowledge that the plan is based on a premise that is untested and probably false and that it is seeking assurance that the cities wouldn't be pushed to achieve goals that aren't realistic. Chair Welch reminded the Commission that it isn't an MS4 and the Commission's comments shouldn't preclude the cities from submitting their own comments even though as a Joint Powers organization the cities and the Commission can coordinate its comments.

Chair Welch said the Commission may consider developing a cost share program that would offer residents money for implementing best management practices. He said he thinks the Commission will need a steering committee that meets four to six times a year as a way for the Commission to manage the TMDL implementation activities.

Chair Welch said the clear direction is for staff to work with him and the TAC to generate comments on the draft TMDL for Commission review and he will contact the MPCA to find out when the Commission can expect to receive the draft and if an MPCA representative would be available to attend the Commission's January meeting to provide an update.

[Mr. Elder and Ms. Sundberg depart meeting.]

- D. Mississippi River E. coli Study. Chair Welch said that Ms. Loomis brought up at a previous BCWMC meeting the option of asking the MPCA to include Bassett Creek in the Mississippi River E. coli TMDL. He said he spoke with the MPCA and said the Commission would want to see the plan clearly defined regarding how it would work between the Commission and the MPCA and that the Commission would want it to be a collaborative process. Chair Welch said then he heard that Barb Peichel of the MPCA reported that Bassett Creek has been added to the Mississippi River E. coli TMDL study.

Ms. Chandler reported that the additional E. coli monitoring doesn't fit the grant opportunity because there is enough data already collected for the stream to be listed as impaired even though

the TMDL is not underway.

Chair Welch directed staff to contact Ms. Peichel and let her know that the Commission would like the MPCA to provide for the Commission's December meeting packet a memo describing how the Commission's E. coli TMDL would fit in with the Mississippi River TMDL.

- E. **Grants Update.** Ms. Chandler reported that at the last month's BCWMC meeting, the Commission discussed applying for the MN Board of Water and Soil Resources (BWSR) Clean Water Fund Grants for three projects including a Plymouth pond project upstream of Northwood Lake. She said that after talking with the City of Plymouth staff about the project, she and the City staff agreed the project would have a better chance of being awarded grant funding next year when the feasibility study would be complete. She said she is going ahead with the assumption that the Commission wants to move forward with the grant application for the two channel restoration projects and just needs to know how much the Commission would like to apply for in its grant application. Ms. Chandler said she recommends asking for \$200,000 to \$300,000 per project.

Chair Welch moved for staff to apply for \$300,000 of grant funding for the Plymouth Creek restoration project and for \$200,000 for the Main Stem restoration project. Ms. Black seconded the motion. The motion carried unanimously with six votes in favor [Cities of Minnetonka, New Hope, and Robbinsdale absent from the vote].

- F. **TAC Recommendations.** The Commission agreed that if the TAC decides it needs a February meeting that it should be able to schedule one. Chair Welch stated that the TAC should consider outlining a strategy of how to assess the CIP project maintenance costs and how to consider the maintenance issues as part of the CIP project assessment. Ms. Black recommended the TAC also consider what costs the Commission would need to add into its operating budget.
- G. **Education and Public Outreach Committee: Amending Contract with Writer.** Chair Welch moved to approve amending the BCWMC's contract with Judy Arginteanu to increase the amount by \$300. Mr. deLambert seconded the motion. The motion carried unanimously [Cities of Minnetonka, New Hope, and Robbinsdale absent from the vote].

## 7. Communications

A. **Chair:**

- i. Chair Welch reported that the Commission participated in a project in St. Louis Park and the project was completed for less than the amount the Commission had budgeted for the project. He said the Westwood Hills Nature Center asked the Commission to contribute \$3,000 towards educational signage about the project and the Commission approved the contribution. Chair Welch said that the signage project had not been pursued until this month when a contact from the nature center asked if the Commission's \$3,000 is still available for the project. Chair Welch said that Mr. LeFevere has looked at it to make sure there were no timing issues regarding when the funds needed to be spent and it looks like there are no issues. He said Ms. Herbert will make sure the BCWMC still has access to those funds.
- ii. Chair Welch announced that the Met Council has contacted the BCWMC to ask it to conduct FLUX modeling on the WOMP station data. Chair Welch asked Ms. Chandler if the issue could wait until the December BCWMC meeting. She said it could. Chair Welch directed staff to prepare a memo on the item. Ms. Black asked that staff include in the memo information regarding whether it would be a one-time expense or recurring and also why the BCWMC is being asked for this now when it hasn't been asked to participate previously.

B. **Commissioners: No communications.**

**C. Committees: Education Committee:**

- i. Ms. Langsdorf announced that NEMO (Nonpoint Education for Municipal Officials) is interested in having watersheds participate with them as partners at no cost to the watersheds. Ms. Langsdorf said the deadline for signing up to participate is December 31, 2009, and that she will bring it up as an agenda item at the December meeting.
- ii. She mentioned that NEMO has board games that are educational tools about watersheds and lakes and that she believes that the games it would be useful for lake associations, planning commissions, and city councils. She said the games and related educational activities take 1.5 to 2 hours to complete and require a facilitator.
- iii. Ms. Langsdorf said the Joint Education and Public Outreach Committee (Joint EPOC) has the first draft of its outreach plan. She reported that the next Joint EPOC meeting will be on Tuesday, December 8th at 8:30 a.m. at Plymouth City Hall.
- iv. Ms. Langsdorf reported that the next BCWMC Education Committee meeting will be at 9:00 a.m. on Friday, December 4<sup>th</sup> at Plymouth City Hall.
- v. Mr. Stockhaus reported that seven teachers are confirmed for the focus group so far.
- vi. Ms. Langsdorf stated that the BCWMC Education Committee participated in the Meadowbrook Fall Festival.
- vii. Ms. Langsdorf requested that staff post the education articles written by Judy Arginteanu on the BCWMC Web site.
- viii. Ms. Langsdorf announced that the Education Committee is investigating alternative Web site hosts for the Commission's Web site.

**D. Counsel: No communications.**

**E. Engineer:**

- i. Ms. Chandler reported that Barr sent the memo included in the meeting packet to the Association of Medicine Lake Area Citizens regarding Medicine Lake water levels and the outlet structure.

## **9. Adjournment**

Ms. Black moved to adjourn the meeting. Ms. Loomis seconded the motion. The motion carried unanimously. The meeting adjourned at 2:20 p.m.

\_\_\_\_\_  
Michael Welch, Chair                      Date

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

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



CHECKING ACCOUNT 0100339				
BEGINNING BALANCE	10-Nov-09			\$509,057.25
ADD:				
General Fund Revenue:				
	Sweep Interest			44.23
	Reimbursed Construction Costs			15,999.19
Total Revenue and Transfers In				16,043.42
DEDUCT:				
Checks:				
	2195 City of New Hope	Northwood East Pond	10,754.14	
	2196 Barr Engineering	Nov Eng Costs	28,370.95	
	2197 Amy Herbert	Nov Secr Costs	2,093.39	
	2198 Kennedy & Graven	Oct Legal Services	1,714.95	
Total Checks				42,933.43
ENDING BALANCE	8-Dec-09			\$482,167.24

	2009/10 BUDGET	CURRENT MONTH	YTD 2009/10	BALANCE
OTHER GENERAL FUND REVENUE				
ASSESSEMENTS	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	6,696.50	97,945.07	12,054.93
PLAT REVIEW	55,000	1,162.50	30,859.82	24,140.18
COMMISSION MEETINGS	13,000	1,055.25	11,563.95	1,436.05
SURVEYS & STUDIES	20,000	1,176.00	15,178.05	4,821.95
WATER QUALITY/MONITORING	49,000	546.20	16,457.05	32,542.95
WATER QUANTITY	11,000	230.00	5,914.25	5,085.75
WATERSHED INSPECTIONS	8,000	140.00	5,869.00	2,131.00
ANNUAL FLOOD CONTROL INSPECTIONS	10,000	11,026.50	11,871.00	(1,871.00)
REVIEW MUNICIPAL PLANS	6,000	223.00	4,336.00	1,664.00
ENGINEERING TOTAL	282,000	22,255.95	199,994.19	82,005.81
ADMINISTRATOR				
ADMINISTRATOR	35,000	0.00	0.00	35,000.00
LEGAL COSTS	18,500	1,609.90	14,174.78	4,325.22
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	373.59	4,050.00	1,050.00
SECRETARIAL SERVICES	45,000	1,832.55	29,389.84	15,610.16
PUBLICATIONS/ANNUAL REPORT	4,000	0.00	1,696.50	2,303.50
WEBSITE	1,575	14.25	1,003.00	572.00
PUBLIC COMMUNICATIONS	3,000	0.00	1,706.25	1,293.75
WOMP	10,000	848.00	4,738.00	5,262.00
DEMONSTRATION/GRANTS/EDUC PARTNERSHIPS	18,200	0.00	6,888.58	11,311.42
EDUCATION / PUBLIC OUTREACH	8,200	0.00	5,020.90	3,179.10
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	26,934.24	282,407.04	224,167.96

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

Beginning Balance	10-Nov-09	2,635,670.77
ADD:		
Interest		
	Investment	
	Sweep	229.00
	Henn County - Property Taxes	389,092.09
		<u>3,024,991.86</u>
DEDUCT:		
	Construction Costs	15,999.19
		<u>15,999.19</u>
Ending Balance:	8-Dec-09	<u>3,008,992.67</u>

<b>Investments</b>	
Federal Home Loan Mtg Corp - Purchased 7/22/09 - Due 10/18/2010 - 0.55% (Current mkt value \$519,511.50)	533,957.50
<b>Total Investments</b>	<b>533,957.50</b>
Construction Account - Cash Balance (detailed above)	3,008,992.67
<b>Total: Construction Fund Cash/Investments</b>	<b>3,542,950.17</b>
Less: Reserved for CIP Projects	3,256,699.00
<b>Construction Cash/Investments Available for projects</b>	<b>286,251.17</b>

BCWMC Second Generation Projects	Budget	Current	YTD	Project Total	Balance
<b>Approved CIP Projects:</b>					
2006 Parkers Lake Water Quality Project	42,000	0.00	1,908.94	3,042.69	38,957.31
Twin Lake-expected completion 2006	140,000	665.00	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
<b>Proposed CIP Projects:</b>					
Lakeview Park Pond-expected completion 2007		0.00	0.00	637.50	(637.50)
West Medicine Lake Park Pond	1,100,000	0.00	687.00	22,704.06	1,077,295.94
Budget increase Resolution 08-07 (200,000)					
Northwood Lake East Pond	107,250	10,754.14	0.00	61,077.13	46,172.87
Twins Stadium	0	85.95	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	387.50	7,388.00	67,165.60	482,834.40
Bassett Creek Feasibility Study	0	1,689.60	9,711.45	9,711.45	(9,711.45)
Plymouth Creek Feasibility	0	1,303.00			0.00
Resource Management Plan	0	302.50	46,263.21	53,072.71	(53,072.71)

<b>TMDL Projects</b>					
TMDL Studies	115,000	811.50	27,899.68	83,613.95	31,386.05
Sweeney Lake TMDL	119,000	0.00	43,209.01	179,905.36	(60,905.36)

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

<b>Annual Water Quality</b>					
Channel Maintenance Fund	175,000	0.00	0.00	2,994.75	172,005.25
	<b>3,998,623</b>	<b>15,999.19</b>	<b>189,510.16</b>	<b>741,924.00</b>	<b>3,256,699.00</b>

Project Reimbursements			
Twins Stadium	0.00	0.00	20,261.74
Sweeney Lake TMDL	0.00	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	386,853.56	774,854.93	774,854.93	25,145.07	800,000
2008 Tax Levy	908,128.08	(850.59)	907,277.49	1,980.08	7,176.03	900,929.33	6,348.16	907,250
2007 Tax Levy	190,601.74	(200.27)	190,401.47	75.48	90.75	189,794.47	607.00	190,000
2006 Tax Levy	531,095.47	(1,134.64)	529,960.83	96.00	(145.28)	528,646.69	1,314.14	519,000
2005 Tax Levy	450,401.40	(1,429.91)	448,971.49	45.21	68.27	448,704.78	266.71	438,000
2004 Tax Levy	1,000,790.48	(6,332.23)	994,458.25	41.76	61.95	995,220.43	(762.18)	
							<u>32,918.90</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	Plymouth Creek Feasibility	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		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	2,300.49	1,612.45	51,495.42	0.00	0.00	0.00	687.00	0.00	10,754.14	0.00	7,383.95	1,303.00	11,401.05	85.95	46,565.71	28,711.18	43,209.01
Total Expenditures:	3,434.24	5,724.35	225,864.90	0.00	13,566.33	2,994.75	22,704.06	637.50	71,831.27	39.00	67,161.55	1,303.00	11,401.05	13,555.17	53,375.21	84,425.45	179,905.36
Project Balance	38,565.76	134,275.65	86,135.10	500,000.00	734,806.67	172,005.25	1,077,295.94	(637.50)	35,418.73	89,961.00	482,838.45	(1,303.00)	(11,401.05)	(13,555.17)	(53,375.21)	30,574.55	(60,905.36)

	Parkers Lake Water Quality (Circle Pond)	Twin Lake	Westwood Lake	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Channel Maintenance	West Medicine Lake Park Pond	Lakeview Park Pond	Northwood Lake East Pond	Crane Lake - Ramada Inn Pond	Plymouth Creek Channel Restoration	Plymouth Creek Feasibility	Bassett Creek Feasibility	Twins Stadium	Resource Mgmt Plan	TMDL Studies	Sweeney Lake TMDL
Project Totals By Vendor																	
Barr Engineering	2,819.94	3,758.10	11,320.87	0.00	9,549.32	0.00	6,276.91	592.50	0.00	39.00	27,688.80	1,303.00	10,436.50	12,064.49	53,375.21	81,654.05	63,853.17
Kennedy & Graven	614.30	1,966.25	503.25	0.00	24.75	354.75	1,427.15	45.00	858.45	0.00	649.40	0.00	964.55	1,490.68	0.00	1,059.25	2,902.59
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	0.00
City of New Hope	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	70,972.82	0.00	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	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	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	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	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	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	0.00	1,712.15	12,774.00
Total Expenditures	3,434.24	5,724.35	225,864.90	0.00	13,566.33	2,994.75	22,704.06	637.50	71,831.27	39.00	67,161.55	1,303.00	11,401.05	13,555.17	53,375.21	84,425.45	179,905.36

# Amy Herbert · Recording Administrator Services

733 Preakness Lane, Chanhassen, MN 55317

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

December 7, 2009

Bassett Creek Watershed Management Commission (BCWMC)

Attn: Sue Virnig, Deputy Treasurer

7800 Golden Valley Road

Golden Valley, MN 55427

*For contracted services November 1, 2009 through November 30, 2009*

## **Administrative Services to BCWMC**

- Created the November 18<sup>th</sup> 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;
- Contacted city clerks for Minnetonka, New Hope, and Plymouth regarding new resolutions due 2-1-10 for Commission and TAC appointments; Prepared and sent out Channel Maintenance Fund application memo to cities of Crystal, Golden Valley, Minneapolis, New Hope, and Plymouth; Amended September BCWMC meeting minutes per Commission action at November meeting; Conducted meeting minute review for information on BCWMC action on funds for educational signs at Westwood Hills Nature Center.
- Prepared meeting notice for the Education and Public Outreach Committee's December 4<sup>th</sup> meeting; the Joint EPOC's December 8<sup>th</sup> meeting, and the Administrative Services December 2<sup>nd</sup> meetings.

24.00 hours @ \$57.00 per hour ..... \$1,368.00

## **Web Site Services to BCWMC**

Updated meeting minute archive and calendar

0.25 hours @ \$57.00 per hour ..... \$14.25

## **Coordination with BARR Engineering**

Coordinated with Barr on: distribution of tasks assigned at BCWMC meeting; Discussed revising Table 12-2 10-year CIP table in preparation for sending to member-cities for comment; Discussed Channel Maintenance Fund memo and funds available per city

0.75 hours @ \$57.00 per hour ..... \$42.75

**BCWMC Meetings**

Coordinated and attended November 17<sup>th</sup> conference call with Chair Welch, Karen Chandler, and Len Kremer; Set up and attended November 18<sup>th</sup> BCWMC meeting (coordinated room reservation; ordered and received catering; prepared and provided handouts not provided in meeting packet; recorded meeting)

5.00 hours @ \$57.00 per hour ..... \$285.00

**Administrator Budget Charges**

No Administrator Budget Charges for November

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

**Expenses**

December BCWMC meeting catering (\$373.59) ..... \$373.59

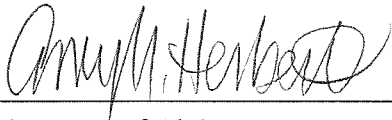
**Mileage**

Mileage from Chanhassen to Golden Valley City Hall for November 18<sup>th</sup> meeting (16.76 miles x 0.585 = \$9.80);

\$9.80

Subtotal Administrative Services	\$1,705.55
Subtotal Web Site Services	\$14.25
Subtotal Meeting Catering Expenses	\$373.59
Subtotal Administrator Budget Charges	\$0.00
<b>Total Current Billing:</b>	<b>\$2,093.39</b>

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 #

44862

## 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	
see above	Credit Card		12/17/2009	Thursday	20	11 AM (10:45-11:15)	
QUANTITY	DESCRIPTION					PRICE EACH	AMOUNT
20	Holiday Buffet with Holiday Desserts					13.45	269.00T
1	Veggie-Cheese Stuffed Tortellini and Vegetables Tossed with Alfredo Sauce					3.00	3.00T
10	Beef Bourguignon (Tender Beef Tips and Onions in a Savory Red Wine Sauce)					0.00	0.00T
10	Grilled Chicken Breast with Honey Dijon Sauce					0.00	0.00T
20	Herb Basmati Rice					0.00	0.00T
20	Chopped House Salad with Romaine, Cucumber, Tomatoes and Balsamic Vinaigrette and Ranch Dressing on the Side					0.00	0.00T
20	Seasonal Fresh Fruit					0.00	0.00T
20	Artesian Breads, Rolls & Butter					0.00	0.00T
20	Assorted Bars & Cookies					0.00	0.00T
1	Dozen-Assorted Bars & Cookies-MARK for Break!					18.00	18.00T
2	Full Disposable Chafer					4.00	8.00T
18	Spring Water					1.00	18.00T
7	Assorted Sodas-2 Diet, 2 Sprite & 3 Mineral Waters					1.25	8.75T
2	Lemonade					1.75	3.50T
	Subtotal						328.25
	Delivery Charge					20.00	20.00T
	Metro Sales Tax					7.275%	25.34
We appreciate your prompt payment.					Total	\$373.59	

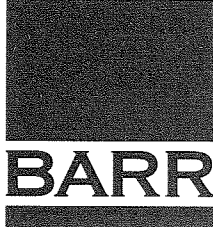
\*\*\*Please note NEW PO BOX as of July 2009\*\*\*

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)\_\_\_\_\_



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

Page # 1  
Invoice # 2327051-2009-10  
Project # 23/27-051  
Client # 59  
December 4, 2009

Invoice of Account with  
BARR ENGINEERING COMPANY

For professional services during the period of  
October 31, 2009 through November 27, 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 regarding Medicine Lake Dam and AMLAC concerns, coordination with MPCA regarding E-coli TMDL, provided watershed maps for Bassett Creek tunnel.

James P. Herbert, Principal Engineer/Scientist	
3.5 hours @ \$140.00 per hour .....	\$ 490.00
Leonard J. Kremer, Principal Engineer/Scientist	
3.5 hours @ \$155.00 per hour .....	\$ 542.50
Karen L. Chandler, Senior Consultant	
0.6 hours @ \$140.00 per hour .....	\$ 84.00
Jeffrey T. Lee, Senior Consultant	
1.2 hours @ \$130.00 per hour .....	\$ 156.00
Technicians/Administrative .....	\$ 659.00
Subtotal, Technical Services .....	\$ 1,931.50

PRELIMINARY SITE REVIEW/CORRESPONDENCE

Telephone conversations regarding proposed developments; provided watershed hydraulic information, flood profiles and BCWMC development requirements to applicants; preliminary review and coordination with TKDA and Minneapolis staff regarding BNSF project; communication with Braun Intertec and preliminary review of proposed plan in Minneapolis; preliminary review and coordination with city and applicant regarding Metro site in St. Louis Park; preliminary review and coordination with city and AJA regarding site in Golden Valley.

James P. Herbert, Principal Engineer/Scientist	
5.0 hours @ \$140.00 per hour .....	\$ 700.00
Subtotal, Preliminary Site/Corr .....	\$ 700.00

#### 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 November 18, 2009 meeting; prepared permit figures; reviewed CIP account balance.

James P. Herbert, Principal Engineer/Scientist	
7.0 hours @ \$140.00 per hour .....	\$ 980.00
Leonard J. Kremer, Principal Engineer/Scientist	
2.8 hours @ \$155.00 per hour .....	\$ 434.00
Karen L. Chandler, Senior Consultant	
9.2 hours @ \$140.00 per hour .....	\$ 1,288.00
Subtotal, Monthly Memorandums .....	\$ 2,702.00

#### CHANNEL MAINTENANCE FUND

Coordination and meeting with MPRB regarding stream bank restoration in Minneapolis.

Leonard J. Kremer, Principal Engineer/Scientist	
2.1 hours @ \$155.00 per hour .....	\$ 325.50
Subtotal, Channel Maintenance Fund .....	\$ 325.50

#### TAC MEETING PREPARATION

Prepared draft TAC recommendations memorandum from November 5, 2009 meeting and distributed for review.

Leonard J. Kremer, Principal Engineer/Scientist	
5.7 hours @ \$155.00 per hour .....	\$ 883.50
Karen L. Chandler, Senior Consultant	
1.1 hours @ \$140.00 per hour .....	\$ 154.00
Subtotal, TAC Meeting Preparation .....	\$ 1,037.50

Subtotal Technical Services .....	\$ 6,696.50
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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.

Ballpark Authority

Coordination with Ballpark authority regarding easement issues.

Leonard J. Kremer, Principal Engineer/Scientist	
7.5 hours @ \$155.00 per hour .....	\$ 1,162.50
Subtotal, Ballpark Authority .....	\$ 1,162.50
<b>Subtotal Plat Review .....</b>	<b>\$ 1,162.50</b>

COMMISSION MEETINGS

Attended November 18, 2009 Commission meeting and November 5, 2009 TAC meeting.

Leonard J. Kremer, Principal Engineer/Scientist	
3.0 hours @ \$155.00 per hour .....	\$ 465.00
Karen L. Chandler, Senior Consultant	
4.0 hours @ \$140.00 per hour .....	\$ 560.00
Expenses (mileage) .....	\$ 30.25
Subtotal, Commission Meetings .....	\$ 1,055.25

SURVEYS AND STUDIES

Telephone conversation with Brad Wozney/BWSR regarding BWSR grant eligibility; prepared BWSR Clean Water Fund Grant application; discussed NL-2 CIP project with City of Plymouth staff; coordination with MPCA regarding Surface Water Assessment Grant (SWAG); telephone conversation with MPCA staff regarding MPCA and BCWMC creek monitoring parameters and locations and grant eligibility; prepared memo regarding grants update on BWSR, SWAG and Hennepin County grants.

Karen L. Chandler, Senior Consultant	
8.4 hours @ \$140.00 per hour .....	\$ 1,176.00
Subtotal, Surveys and Studies .....	\$ 1,176.00

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

Data analyses and preliminary water quality monitoring report preparation for Northwood Lake, South Rice Lake, Sweeney Lake and Twin Lake; preparation for invertebrate monitoring and collection of samples along Bassett Creek and Plymouth Creek; coordination with laboratory for analysis; coordination with Dean Hansen regarding invertebrate analyses; coordination with Three Rivers Park District regarding phytoplankton/zooplankton analyses.

Margaret R Rattei, Senior Consultant	
4.5 hours @ \$110.00 per hour .....	\$ 495.00
Michael Strong, Engineer/Scientist	
0.5 hours @ \$65.00 per hour .....	\$ 32.50
Expenses (Mileage, 2WD field vehicle) .....	\$ 18.70
Subtotal, Water Quality Monitoring .....	\$ 546.20

#### WATER QUANTITY

Reviewed flow level at downstream reach of Bassett Creek in Minneapolis.

Jacob Burggraff, Senior Consultant	
2.0 hours @ \$115.00 per hour .....	\$ 230.00
Subtotal, Water Quantity .....	\$ 230.00

#### WATERSHED INSPECTION

Coordination with City of Minneapolis staff regarding inspections; reviewed inspection items and coordinated for 2010 program.

James P. Herbert, Principal Engineer/Scientist	
1.0 hours @ \$140.00 per hour .....	\$ 140.00
Subtotal, Watershed Inspection .....	\$ 140.00

#### FLOOD CONTROL PROJECT INSPECTION

Communications with city staff regarding annual flood control project inspection, preliminary planning including preparation of inspection logs and field recording documents, review of previous inspection reports, scheduled and performed annual inspection. Coordination with City of Minneapolis and Corps of Engineers staff regarding double box culvert inspection; prepared field records, safety plan, and confined space entry for box culvert inspection; reviewed equipment and safety devices; performed double box culvert inspection.

James P. Herbert, Principal Engineer/Scientist	
22.6 hours @ \$140.00 per hour .....	\$ 3,164.00
Jacob Burggraff, Senior Consultant	
45.8 hours @ \$115.00 per hour .....	\$ 5,267.00
Richard Ver Strate, Senior Engineer/Scientist	
10.1 hours @ \$115.00 per hour .....	\$ 1,161.50
Whitney Eriksson, Engineer/Scientist	
15.9 hours @ \$85.00 per hour .....	\$ 1,351.50
Expenses (mileage) .....	\$ 82.50
Subtotal, Flood Control Project Inspection .....	\$ 11,026.50

REVIEW MUNICIPAL PLANS (Robbinsdale Local Plan)

Calls to/from City of Robbinsdale consultant regarding its local surface water management plan and provided information to Robbinsdale regarding subwatershed boundaries.

James P. Herbert, Principal Engineer/Scientist

1.5 hours @ \$140.00 per hour ..... \$ 210.00

Michael Strong, Engineer/Scientist

0.2 hours @ \$65.00 per hour ..... \$ 13.00

Subtotal, Municipal Plans ..... \$ 223.00

**TOTAL ENGINEERING ..... \$ 22,255.95**

**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,

Expenses (B&W/color copies/postage) ..... \$ 127.00

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

**TOTAL SECRETARIAL SERVICES EXPENSES ..... \$ 127.00**

**PUBLIC RELATIONS**

WOMP

Coordination with MPRB regarding 2009 WOMP station; coordination with BCWMC and Met Council regarding WOMP flux modeling; email communication to Chair Welch regarding Met Council WOMP and Flux modeling request.

James P. Herbert, Principal Engineer/Scientist

2.5 hours @ \$140.00 per hour ..... \$ 350.00

Karen L. Chandler, Senior Consultant

0.7 hours @ \$140.00 per hour ..... \$ 98.00

Christopher Bonick, Senior Engineer/Scientist

4.0 hours @ \$100.00 per hour ..... \$ 400.00

Subtotal, Public Relations/WOMP ..... \$ 848.00

**TOTAL PUBLIC RELATIONS ..... \$ 848.00**

## CAPITAL IMPROVEMENT PROJECTS

### TWIN LAKE (TW-1)

Prepared map of south side of Twin Lake and coordination and correspondence with Golden Valley and BCWMC regarding Twin Lake CIP project.

Leonard J. Kremer, Principal Engineer/Scientist	
4.0 hours @ \$155.00 per hour .....	\$ 620.00
Jennifer Koehler, Engineer/Scientist	
0.5 hours @ \$90.00 per hour .....	\$ 45.00
Subtotal, Twin Lake (TW-1) .....	\$ 665.00

### PLYMOUTH CREEK RESTORATION

Coordination and communication with Plymouth staff regarding Plymouth Creek restoration CIP project.

Leonard J. Kremer, Principal Engineer/Scientist	
2.5 hours @ \$155.00 per hour .....	\$ 387.50
Subtotal, Plymouth Creek Restoration .....	\$ 387.50

### RESOURCE MANAGEMENT PLAN (RMP)

Coordination with Joe Yanta and Corps of Engineers regarding final report.

Leonard J. Kremer, Principal Engineer/Scientist	
1.7 hours @ \$155.00 per hour .....	\$ 263.50
Jeffrey T. Lee, Senior Consultant	
0.3 hours @ \$130.00 per hour .....	\$ 39.00
Subtotal, Resource Management Plan .....	\$ 302.50

### PLYMOUTH CREEK FEASIBILITY

Prepared BWSR Clean Water Fund Grant application.

Karen L. Chandler, Senior Consultant	
8.6 hours @ \$140.00 per hour .....	\$ 1,204.00
Jeffrey T. Lee, Senior Consultant	
0.5 hours @ \$130.00 per hour .....	\$ 65.00
Alicia Duncan, Communication Specialist	
0.4 hours @ \$85.00 per hour .....	\$ 34.00
Subtotal, Plymouth Creek Feasibility .....	\$ 1,303.00

**BASSETT CREEK FEASIBILITY STUDY**

Prepared BWSR Clean Water Fund Grant application reviewed and revised narrative, and emailed spreadsheet and narrative to BWSR.

Leonard J. Kremer, Principal Engineer/Scientist	
2.5 hours @ \$155.00 per hour .....	\$ 387.50
Karen L. Chandler, Senior Consultant	
8.7 hours @ \$140.00 per hour .....	\$ 1,218.00
Jeffrey T. Lee, Senior Consultant	
0.5 hours @ \$130.00 per hour .....	\$ 65.00
Subtotal, Bassett Creek Feasibility Study .....	\$ 1,670.50

**TOTAL CAPITAL IMPROVEMENT PROJECTS ..... \$ 4,328.50**

**TMDL STUDIES**

**MEDICINE LAKE TMDL**

Coordination regarding Medicine Lake TMDL; discussed potential improvement options, prepared draft memorandum regarding Medicine Lake TMDL; reviewed comments from October 29 public meeting, discussions with Hennepin County regarding agreement.

Leonard J. Kremer, Principal Engineer	
3.2 hours @ \$155.00 per hour .....	\$ 496.00
Karen L. Chandler, Senior Consultant	
1.3 hours @ \$140.00 per hour .....	\$ 182.00
Gregory J. Wilson, Senior Consultant	
0.5 hours @ \$135.00 per hour .....	\$ 67.50
Subtotal, Medicine Lake TMDL .....	\$ 745.50

**E-COLI SAMPLING**

Coordination regarding E-Coli sampling and laboratory analysis.

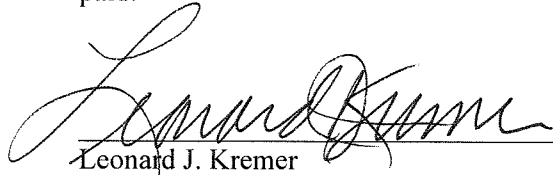
Margaret R Rattei, Senior Consultant	
0.6 hours @ \$110.00 per hour .....	\$ 66.00
Subtotal, E-coli Sampling .....	\$ 66.00

**TOTAL TMDL STUDIES ..... \$ 811.50**

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

<b>Total Engineering .....</b>	<b>\$ 22,255.95</b>
<b>Total Secretarial Services Expenses .....</b>	<b>\$ 127.00</b>
<b>Total Public Relations .....</b>	<b>\$ 848.00</b>
<b>Total Capital Improvement Projects .....</b>	<b>\$ 4,328.50</b>
<b>Total TMDL Studies .....</b>	<b><u>\$ 811.50</u></b>
<b>TOTAL PAYABLE .....</b>	<b>\$ 28,370.95</b>

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

November 25, 2009

Statement No. 92993

Bassett Creek Water Management Commission  
Sue Virnig

7800 Golden Valley Road  
Golden Valley, MN 55427

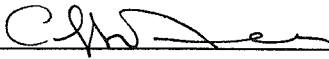
Through October 31, 2009

BA295-00001 General	1,609.90
BA295-00019 Twins Stadium	85.95
BA295-00028 2010 Bassett Creek Main Stem Restoration	19.10

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**Total Current Billing: 1,714.95**

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

October 31, 2009

BA295-00001 General

Through October 31, 2009

For All Legal Services As Follows:

			Hours	Amount
10/2/2009	CLL	Work on review of joint powers agreement	0.75	143.25
10/3/2009	CLL	Continue work on review of joint powers agreement	0.60	114.60
10/6/2009	CLL	Prepare memo on joint powers agreement to commissioners	0.75	143.25
10/6/2009	CLL	Review draft minutes; message to A. Herbert regarding changes	0.45	85.95
10/12/2009	CLL	Review agenda materials	0.35	66.85
10/13/2009	CLL	Review minutes and exchange emails with M. Welch regarding Parker Lake amendment	0.45	85.95
10/14/2009	CLL	Phone call from J. Settles regarding transfer of funds between approved capital projects	0.40	76.40
10/15/2009	CLL	Attend commission meeting; email to A. Herbert regarding open meeting law	3.45	658.95
10/20/2009	CLL	Phone call to P. Langsdorf regarding Arginteanu contract	0.30	57.30
10/30/2009	CLL	Review draft minutes	0.55	105.05
10/30/2009	CLL	Review county watershed governance study	0.35	66.85
<b>Total Services:</b>			<b>\$</b>	<b>1,604.40</b>

For All Disbursements As Follows:

10/15/2009	Charles L. LeFevre; Mileage Expense	5.50
<b>Total Disbursements:</b>		<b>\$ 5.50</b>

**Total Services and Disbursements:\$ 1,609.90**



**Kennedy & Graven, Chartered**

200 South Sixth Street  
Suite 470  
Minneapolis, MN 55402

Bassett Creek Water  
Sue Virnig

October 31, 2009

BA295-00019      Twins Stadium

Through October 31, 2009

For All Legal Services As Follows:

			Hours	Amount
10/6/2009	CLL	Begin review of proposed easement from Ballpark Authority	0.45	85.95

**Total Services:                      \$                      85.95**

**Total Services and Disbursements:\$                      85.95**

**Kennedy & Graven, Chartered**

200 South Sixth Street  
Suite 470  
Minneapolis, MN 55402

Bassett Creek Water  
Sue Virnig

October 31, 2009

BA295-00028      2010 Bassett Creek Main Stem Restoration

Through October 31, 2009

For All Legal Services As Follows:

			Hours	Amount
10/2/2009	CLL	Email contract to J. Oliver and L. Kremer	0.10	19.10
		<b>Total Services:</b>	<b>\$</b>	<b>19.10</b>

**Total Services and Disbursements:\$                      19.10**

RESOLUTION NO. 09-07

A RESOLUTION APPROVING THE TRANSFER OF BASSETT CREEK  
WATERSHED MANAGEMENT COMMISSION FUNDS FROM THE  
ADMINISTRATIVE ACCOUNT TO THE EROSION/SEDIMENT (CHANNEL  
MAINTENANCE) ACCOUNT, LONG-TERM MAINTENANCE ACCOUNT, AND  
TMDL STUDIES ACCOUNT

BE IT RESOLVED by the Bassett Creek Watershed Management Commission  
that:

1. \$25,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the Erosion/Sediment (Channel Maintenance) fund.
2. \$25,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the Long-Term Maintenance fund.
3. \$10,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the TMDL Studies fund.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

To: BCWMC Commissioners  
Re: Agenda Item - \$100 for Pizza for Teacher Focus Group  
From: BCWMC Education/Public Outreach Committee  
Date: December 8, 2009

Background

The Teacher Focus Group that will be held on January 14, 2010 from 4:30-7:00 P.M. which is planned by the BCWMC will run over the dinner hour. Due to the time of the Teacher Focus Group we plan to serve pizza or sandwiches and need an additional \$100 approved to cover that cost. Teachers will receive \$100 stipends for their participation in this Focus Group and 10 teachers have been invited. If not all of them accept/attend, we will take the \$100 from the \$1,000 already approved and this additional \$100 won't be used.

Recommendation

Approval of \$100 for pizza or sandwiches for the Teacher Focus Group to be held by the BCWMC in early 2010. The funds are to be charged to the BCWMC Education budget.



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

Item 6F.

employer

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 6F of BCWMC December 17, 2009 Meeting Agenda  
**Date:** December 9, 2009  
**Project:** 23/27 051 2009 003

### 6F. 2009 Flood Control Project Inspection and Double Box Culvert Inspection

#### Summary

##### **Double Box Culvert**

The double box was found to be in good condition.

##### **2009 Flood Control Project Inspection**

##### **Recommendation:**

- a. BCWMC should request that the Minnesota Ballpark Authority investigate and patch the 3-inch hole through the double box culvert, if necessary, to prevent potential loss of material.
- b. Cracks and deficiencies noted in double box culvert do not require immediate attention and should be evaluated during the next 5-year inspection scheduled for 2014.
- c. Double Box Culvert inspection report and notes should be sent to the City of Minneapolis and Corps of Engineers.
- d. The 2009 annual flood control project inspection report will be completed in early 2010 and will be available for the February 2010 BCWMC meeting.

## 1. Background

In accordance to the Operation and Maintenance Manual for the Bassett Creek Flood Control Project, an annual inspection is required to review the condition of the flood control features. The inspection program covers the flood control project features completed by the Commission between 1974 and 1996. The objective of the inspection program is to address erosion, settlement, sedimentation, and structural issues. The flood control project was turned over to the local sponsor during 2002. Therefore, inspection of the flood control features was initialized during the fall of 2002, which was the first formal inspection by the BCWMC. In 2003 no inspection was made due to budget issues. Annual inspections were performed during 2004-2008. Some of the municipalities have also performed independent inspections of several of the structures. In addition, the double box culvert is on a 5-year periodic inspection program and was previously inspected in 2004. Therefore, the 2009 flood control project inspection included the annual inspection of the flood control features and the 5-year inspection of the double box culvert. Following is a list of project features that are included in the flood control inspection program:

a. Minneapolis:

- Double Box Culvert – inspect double box culvert every five years (2004, 2009, 2014...)
- Deep Tunnel – dewater and inspect tunnel every 20 years. This inspection was performed during 2008; the next inspection is scheduled for 2028
- Old Tunnel (not included in BCWMC inspection program)
- Open Channel (Irving Ave. to double box culvert inlet)

b. Golden Valley

- Highway 55 Control Structure & Ponding Area
- Golden Valley Country Club (Box Culvert, Overflow Weir, and downstream channel)
- Noble Avenue Crossing
- Regent Avenue Crossing
- Westbrook Road Crossing
- Wisconsin Avenue Crossing
- Minnaqua Drive Bridge Removal

c. Crystal

- Box Culvert and Channel Improvements (Markwood Area)
- Edgewood Embankment with Ponding
- Highway 100/Bassett Creek Park Pond
- 32nd Avenue Crossing
- Brunswick Avenue Crossing
- 34th Avenue Crossing
- Douglas Drive Crossing

- Georgia Avenue Crossing
  - 36th-Hampshire Avenue Crossing
  - Channel Improvements
- d. Plymouth
- Medicine Lake Outlet Structure
  - Plymouth Fish Barrier

## **2. 2009 Double Box Culvert Inspection**

The double box culvert was inspected by Barr Engineering (Jim Herbert, Jake Burggraff, Rich Ver Strate) and City of Minneapolis staff (Mike Weeber, Will Schutte) on November 19, 2009. Kevin Danen, P.E. City of Minneapolis coordinated overall planning. Access assistance and surface attendants were provided by City of Minneapolis staff (Irv Woodson, John Engstrom, Matt Stonich). Fall protection was provided in accordance to OSHA requirements and included tripod and winch at entry and at each intermediate access manhole. Surface attendants monitored inspection at surface of access manhole and at manholes along box culvert. Barr and Minneapolis staff completed the confined space entry permit prior to inspection. Oxygen and combustible gas was monitored during the entire inspection.

Inspection began at 9:55 a.m. at box culvert inlet (Sta 172+24). Crew walked downstream along the right box of double box culvert to the edge of drop structure (Sta 116+72.5). Crew turned around and walked upstream along left box culvert from drop structure to box culvert inlet (Sta 172+24). Inspection was completed at 3:20 p.m. The double box culvert transition to single box culvert occurred at Sta 119+88. (Note right and left with respect to facing downstream.)

### **a. Summary of Observations**

- Several hairline shrinkage cracks were observed throughout the culvert sections. Seepage and accumulation of leachate deposits was noted at some of the cracks. The shrinkage cracks are most likely construction related and occurred shortly after construction of the double box culvert.
- Diagonal cracks and concrete deterioration was observed at several shear keys. These cracks and deterioration were also observed during the 2004 inspection and most likely occurred during initial settlement. The cracks and deterioration is consistent with the 2004 observations.
- Gaps have developed  $\approx 1$  to  $1\frac{1}{2}$  inches wide at approximately 70% of the shear keys (joints. Ruler typically extended 1.6 feet through wall at joints. Loss of backfill material was not noted through gaps. Black membrane (5' wide butyl rubber membrane) appeared to protect joints at outside of structure to prevent loss of material. Gaps probably due to shrinkage. Joint filler ( $\frac{1}{2}$ " thick bitumastic bond breaker) has deteriorated at several joints.

- New access vaults were installed at Station 128+50 (single box) and Station 119+50 (double box) as part of Twins Stadium construction. The access vault at Station 125+10 was abandoned.
- A 3-inch hole was observed through the box culvert concrete crown at Station 123+19 (right box). The hole appeared to be due to soil borings during construction of Twins Stadium that passed through the concrete crown. The hole should be investigated and patched if necessary.
- Deteriorated/eroded concrete was observed along the base slab at various locations. Generally the eroded areas were located along existing joints, were less than 2-inches deep and ranged in size from (1 ft x 1 ft) to (2 ft x 2 ft). One small scour hole at Station 164+50 (right box) was 3-4" deep. A (1 ft. x 4 ft. long x 1-2 in. deep) eroded area was observed along the base slab joint at Sta 141+00. A (1 ft x 6 ft long x 2 in. deep) eroded area was observed along the base slab joint at Sta 132+50.
- Exposed rebar was observed at RCP inlet between Shear Key 4 (Sta 166+00) and Shear Key 3 (Sta 168+00)

**b. Recommendations**

- BCWMC should request that the Minnesota Ballpark Authority investigate and patch the 3-inch hole through the double box culvert, if necessary, to prevent potential loss of material.
- Cracks and deficiencies noted in double box culvert do not require immediate attention and should be evaluated during the next 5-year inspection scheduled for 2014.
- Double Box Culvert inspection report and notes should be sent to the City of Minneapolis and Corps of Engineers.

**3. Annual Flood Control Project Inspection**

The annual flood control project inspection was performed by Barr Engineering (Jake Burggraff, Whitney Eriksson) November 17-18, 24-25, 2009. Although the field inspection has been completed, processing of photographs, review of inspection notes and preparation of the final report has not been completed.

The overall 2009 BCWMC inspection budget is \$18,000 including \$8,000 for watershed inspections and \$10,000 for flood control inspections. The total spent to date is \$17,700, thus adequate inspection budget is not available to complete the annual inspection report. Adequate budget is not available because a portion of the inspection budget was used for post-inspection reporting tasks associated with the 2008 deep-tunnel inspection. Also, the pre-planning time required for the double box culvert inspection, including, coordinating with the City of Minneapolis, preparation of safety plans and addressing confined space issues due to OSHA compliance was greater than anticipated.



To: Bassett Creek Watershed Management Commission  
From: Barr Engineering Company  
Subject: Item 6F– Budget Issues: BCWMC December 17, 2009 Meeting Agenda  
Date: December 9, 2009  
Page: 5

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**a. Recommendation:**

- The 2009 annual flood control project inspection report will be completed in early 2010 and will be available for the February 2010 BCWMC meeting.



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Item 6G

## Memorandum

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Company  
**Subject:** Item 6G – BWSR Clean Water Fund Grants Update  
**Date:** December 10, 2009  
**Project:** 23/27 051 2009 617/618

### 6G. BWSR Clean Water Fund Grants Update

#### Recommended/requested Commission actions:

1. Information only, no action needed.

#### BWSR Clean Water Fund Grants Update

On behalf of the Commission, staff applied for \$500,000 from the BWSR Clean Water Fund grants for two projects in the Commission's CIP—the channel restoration projects on Plymouth Creek and the Main Stem of Bassett Creek. Although the local match required for the grant is 25%, the Commission only requested \$300,000 for the Plymouth Creek project (local match \$665,200, or 69%) and \$200,000 for the Bassett Creek project (local match \$436,100, or 69%). The application was submitted November 25, 2009; applications were due December 1, 2009.

BWSR staff report that they received 209 grant applications totaling \$44 million in requested funding; BWSR has \$13,030,000 available. Of the total available funding, \$2,650,000 is dedicated to the “pot” of funding for which the Commission applied.

Attached is the grant submittal package: the submittal email, the project narrative form, and the pertinent parts of the spreadsheet.

**Karen Chandler**

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**From:** Karen Chandler  
**Sent:** Wednesday, November 25, 2009 5:30 PM  
**To:** 'bwsr.grants@state.mn.us'  
**Cc:** Len Kremer; Bassett Creek Recording Administrator  
**Subject:** BCWMC submittal for BWSR competitive grant  
**Attachments:** BWSR Grant\_FY10-1\_CWF\_Narrative.docx; BWSR clean water fund grant application\_BCWMC.xlsx

Hello –

On behalf of the Bassett Creek Watershed Management Commission (BCWMC), I am pleased to submit to BWSR the BCWMC's grant application for the Bassett Creek and Plymouth Creek stream stabilization projects. Attached are:

1. Outcomes and budget application form (Excel document)
2. Clean Water Fund Competitive Project Narrative (Word document)

If you have any questions, please contact Len Kremer, as I will be out of the office on Mon 11/30 and Tue 12/01. Len's contact information is 952-832-2813 or [lkremer@barr.com](mailto:lkremer@barr.com) (he is copied on this email).

Thank you!

Karen Chandler

Karen L. Chandler, P.E.  
Barr Engineering Co.  
4700 West 77th Street  
Minneapolis, MN 55435-4803  
(952) 832-2813 (direct)  
(952) 832-2601 (fax)  
(952) 832-2600 (switchboard)  
e-mail: [kchandler@barr.com](mailto:kchandler@barr.com)

12/9/2009

## Project Narrative Form FY10-1

### FY 2010 Clean Water Fund Water Quality Comprehensive Project Narrative

*The entire narrative portion of the application should be no more than 3 pages in length and should include the following topics as section headings*

#### **Title: (10 words or less):**

***Bassett Creek and Plymouth Creek Stream Stabilization Projects***

#### **Project Abstract (30 words or less):**

These projects will reduce the contribution of pollutants to downstream impaired waters, restore fisheries and wildlife habitat, and improve recreational opportunities in, and downstream of, the project areas.

**Overall Project Narrative (500 words or less):** This section of the narrative should describe the level of project partners' coordination, cooperation and community support for the project, projects that have proven to be successful in similar circumstances or prior successful projects and the level of project partners' project management expertise and experience and any habitat benefits that may result from this project.

The Bassett Creek and Plymouth Creek stream stabilization projects will prevent future stream bank erosion and sedimentation problems in these stream reaches, which will also restore the fisheries and wildlife habitat in the project areas, and in Medicine Lake and Bassett Creek downstream of the project areas. Part of the Plymouth Creek project includes relocating and reconfiguring the downstream section of the creek to a more natural stream pattern, and approximating its historic location. This will reduce flooding in the area and improve the ecological function of the wetlands and the stream.

The Bassett Creek Watershed Management Commission (BCWMC) completed feasibility studies for stream bank stabilization projects on the main stem of Bassett Creek in Golden Valley and Crystal and on Plymouth Creek in Plymouth. These projects are included in the BCWMC's capital improvement program (CIP), an aggressive program to improve the water quality of the lakes and streams in the watershed. The CIP is an essential part of the 2004 BCWMC *Watershed Management Plan*. The CIP began in 2004, and includes projects to restore all of the watershed's major lakes and approximately 20 miles of streams (Bassett Creek and Plymouth Creek). The BCWMC funds its CIP projects through grants and an ad valorem tax levied by Hennepin County over the entire Bassett Creek watershed.

Based on the results of the feasibility studies, and after holding a public hearing, the BCWMC decided to proceed with the two stabilization projects, and entered into cooperative agreements with the affected cities (Plymouth, Golden Valley,

and Crystal). Both projects are slated to begin in 2010. The BCWMC is in the process of securing funding for these two projects.

The City of Plymouth will be responsible for constructing the Plymouth Creek project, and the City of Golden Valley will be responsible for constructing the Bassett Creek project (including the portion in the City of Crystal). This responsibility includes obtaining permits/approvals, preparing construction documents, obtaining public input, securing easements, obtaining bids, and making payments to the contractors. The BCWMC is responsible for reviewing the construction design, reimbursing the cities for their project costs, and performing project inspections.

Golden Valley and Plymouth have successfully completed similar projects. In 2008, the City of Golden Valley completed the BCWMC's first stream stabilization project on the Sweeney Lake Branch of Bassett Creek. Between 2005 and 2009, the City of Plymouth completed stabilization projects for three small tributaries to Medicine Lake—a ravine north of County Road 9, Timber Creek and Wood Creek. Both cities have also completed other BCWMC water quality CIP projects, such as buffers, infiltration basins, and water quality treatment ponds. The BCWMC and the cities in the watershed also have a strong record of working together to inspect and maintain all of the BCWMC flood control projects constructed in the watershed since 1980.

**Explain how this project will mitigate or prevent current or future water quality impairments.**

The Bassett Creek and Plymouth Creek stream stabilization projects will reduce the contribution of suspended solids and phosphorus to downstream impaired waters from these reaches by 1) repairing actively eroding sites, and 2) preventing erosion at other sites by installing preemptive measures to protect existing stream banks.

The P8 modeling study performed as part of the Medicine Lake TMDL project found that the Plymouth Creek project would reduce the annual phosphorus loading by about 300 pounds and the annual TSS loading by 75,000 pounds (38 tons).

A 2000 BCWMC study estimated that stabilizing the project reach of Bassett Creek would reduce phosphorus loads by 96 lbs/yr and TSS by 100 tons/yr (200,000 pounds/yr). These estimates were based on computations that used a combination of streambank erosion estimates, density of eroded soil estimates, and soil phosphorus data.

**How will this project address the hydrologic function of the immediate affected watershed and keep water on the land?**

The two stream stabilization projects will use biological/vegetative measures to the extent practical. In some locations, streambanks will be graded to be less steep. In other locations, grade stabilization structures will be added to the streambed, which will create multiple pools in the stream. The restoration of the original stream pattern on Plymouth Creek will allow for more frequent inundation of the adjacent wetland, which will increase infiltration and transpiration losses. More vegetation and flatter slopes on the streambanks will allow more stormwater runoff to infiltrate into the soil, helping keep water on the land.

**Identify long-term inspections and maintenance needs of the project and how these activities will be accomplished.**

After completion of the projects, they will require periodic 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); and repair of bank failures. The inspection and maintenance activities will be undertaken by the cities and/or the BCWMC, depending on the level of effort required. The respective maintenance commitments (and schedule) will be included in the cooperative agreements between the cities and the Commission for these projects.

**Describe the coordination of this project with local groundwater plans.**

The Bassett Creek project is not in a wellhead protection or source water protection area. Plymouth's Wellhead Protection Plan (2007) shows that the Plymouth Creek project is located in a moderate vulnerability portion of the DWSMA. Moderate vulnerability means the project area is characterized by outwash sand and gravel at or near the surface, but the depth to bedrock is greater than 100 feet. The Wellhead Protection Plan does not call out any specific actions or preventive measures for projects such as streambank restoration in moderate vulnerability areas. The BCWMC Plan and Plymouth local water plan include goals and policies for groundwater protection. Hennepin County has an adopted groundwater plan (1994).

**Please indicate any permits this project will require. Identify the current stage of the permitting process.**

The BCWMC prepared a Resource Management Plan (RMP) that was submitted to the St. Paul District Corps of Engineers (COE), which was public noticed in September 2009. The goal of the RMP was to complete as much of the coordination and review of the COE permitting process for all of the projects included in the RMP. The RMP also provided details in the permitting required from federal, state, and local governments for the projects. Comments were received from the Minnesota Department of Natural Resources and the Minnesota Historical Society. Both projects will require review by the cities for WCA determination and may require DNR Public Waters Work permits. An EAW will be required for the creek relocation part of the Plymouth Creek project.

**If the project participants choose to consider the conservation value of land where Clean Water Fund conservation practices will be installed as local match, please describe the valuation and application methods.**

N/A

**If using Clean Water Funds for incentives to encourage landowners to install structural practices or to adopt land management practices that improve or protect water quality, please describe the LGU's adopted policy for evaluating the necessity, method of calculation, and effectiveness of the proposed incentives.**

N/A

## 2010 Comprehensive Competitive Grant Application

### i. Applicant Information Form

<b>Applicant Organization</b>	Bassett Creek Watershed Management Commission
<b>Organization Type</b>	Watershed Management Organization
<b>Fiscal Agent Organization</b>	City of Golden Valley
<b>Day-to-Day Contact Person</b>	Len Kremer
<b>Mailing Address</b>	Barr Engineering Company, 4700 W. 77th Street
<b>City</b>	Minneapolis
<b>State</b>	MN
<b>Zip Code</b>	55435
<b>Office Phone Number</b>	952-832-2781
<b>Office Phone Extension</b>	
<b>Fax Number</b>	952-832-2601
<b>E-mail Address</b>	<a href="mailto:lkremer@barr.com">lkremer@barr.com</a>
<b>Organization Web Site</b>	bassettcreekwmo.org
<b>eLINK Reporting Contact</b>	Len Kremer
<b>Unique ID Number (Internal Use Only)</b>	

## 2010 Comprehensive Competitive Grant Application

### ii. Funding Source Detail Form

Funds Available	Governmental Units Eligible for Funding	Complete Outcome Spreadsheet Tab	Complete Narrative Form (Word Document)	Is your organization willing to accept the following funds, if available? (Yes/No)
BWSR Runoff Reduction Grants	WDs, WMOs	1	FY10-1	No
BWSR Legacy Assistance Grants (LAG)	SWCDs, WDs, WMOs, Counties, and JPBs of these organizations	1	FY10-1	Yes
BWSR Shoreland Management Grants	SWCDs, WDs, WMOs, Counties, Cities, and JPBs of these organizations	1	FY10-1	No
BWSR Feedlot Water Quality Management Grants	SWCDs, WDs, WMOs, Counties, Cities, and JPBs of these organizations	2	Does not apply	No
BWSR and MPCA SSTs Grants	Counties, Cities*	3	FY10-3	No
MDA AgBMP Loan	Eligible AgBMP Loan authorities	1,2,3	FY10-1 and FY10-3	No
BWSR Conservation Drainage Grants	SWCDs, WDs, WMOs, Counties, and JPBs of these organizations	4	FY10-4	No
BWSR Native Buffer Cost Share Grants	SWCDs	5	FY10-5	No
BWSR Cooperative Weed Management Area Grants	SWCDs	6	FY10-6	No

\*Cities eligible for Imminent Health Threat Abatement Funds Only



## 2010 Comprehensive Competitive Grant Application

### iii. Past Performance Form

1. Has your organization received Clean Water Legacy Grant funding in the past 3 years (yes/no)?	No
1A: If so, for how much funding?	\$0
1B: How much has been encumbered or authorized through local Board action?	\$0
1C: How much funding was spent?	\$0
1D: If funding was returned to the State of Minnesota from a CWL Grant, how much was returned?	\$0

2. Has your organization undergone a financial audit from a third party within the last 2 years?	Yes
--	-----

1. FY10 Clean Water Fund  
Competitive Grants

Outcomes & Budget

This spreadsheet applies to Runoff Reduction, Legacy Assistance, and Shoreland Management Grants

Remember to Complete Narrative Form FY10-1			Targeted Project Initiatives					
Initiative Number	Project Element Description	Project Intermediate Outcomes	Water Resources of Concern	Is the water resource of concern impaired?	303d Listed Impairments	TMDL or Water Plan Reference	TMDL Load Reduction Goals	Relationships to Water Quality Trends or Management Goals
Example	Targeted Installation of Rain Gardens	Install 3 rain gardens within 300 feet of Lake Stormy to reduce sedimentation and water quality impairment.	Lake Stormy and Snake Creek outlet	Yes or No	Low dissolved oxygen, fecal coliform, turbidity, excess nutrients	Snake Creek Watershed Low DO TMDL implementation plan and 1999 Lake Stormy CWP Diagnostic Study	Stormwater runoff will be reduced by 25% from the project area, which will meet intermediate hydrologic and P reduction goals of the Cloudy City Stormwater Pollution Prevention Plan.	The Stormy County water plan indicates that total P levels and Secchi disk readings over the last decade have worsened with increased urban stormwater runoff.
1	Plymouth Creek Stabilization Project	Restore and protect 3/4 mile of Plymouth Creek channel from erosion; reduce phosphorus loads to Medicine Lake by 300 pounds/year and TSS loads by 75,000 pounds (38 tons)/year	Medicine Lake	Yes	Excess nutrients	Bassett Creek Watershed Management Commission Watershed Management Plan (and CIP), City of Plymouth local water management plan (project is also included in draft Medicine Lake TMDL report)	The draft Medicine Lake TMDL estimates an annual reduction of 1,287 lb of TP from the watershed will be necessary for the lake to meet the state TP standard of 40ug/L for deep lakes in the North Central Hardwood Forest ecoregion.	Water quality data collected for Medicine Lake in 2007 indicate an average growing season TP concentration of 60.0 ug/L. Modeling performed for the draft TMDL estimates an annual reduction of 1,287 lb of TP from the watershed will be necessary for the lake to meet the state TP standard of 40ug/L for deep lakes in the North Central Hardwood Forest ecoregion. Flux modeling applied to 2007 monitoring data from Plymouth Creek indicates an annual TP loading of about 1,750 lbs and an annual TSS loading of about 680,000 lbs (340 tons). The BCWMC CIP includes stream restoration projects to address channel and bank erosion problems identified by the member cities.
2	Bassett Creek Stabilization Project	Restore and protect 1 mile of Bassett Creek channel from erosion; reduce phosphorus loads to downstream waters by 96 pounds/year and reduce TSS loads to downstream waters by 100 tons/year	Bassett Creek	Yes	Fish bioassessments, fecal coliform, chloride (draft 2010)	Bassett Creek Watershed Management Commission Watershed Management Plan (and CIP), City of Golden Valley Surface Water Management Plan	The adopted capital improvement program for the watershed (part of the Bassett Creek Watershed Management Commission Watershed Management Plan) has a phosphorus reduction goal of 34% (3,660 lbs) of the total estimated watershed load with full development.	Monitoring data from the Bassett Creek WOMP station in 2003 indicates an annual TP loading of 9,300 lbs and TSS loading of 2,140,000 lbs (1,070 tons). The BCWMC CIP includes stream restoration projects to address channel and bank erosion problems identified by the member cities.
3								
4								
5								
6								
7								
8								
9								
10								

	Estimated Outcomes for Initiatives							Initiative Budget						
Effective life of practice (years)	Pollution Estimation Tool	Phosphorus		TSS		(Select Pollutant from List)		BWSR Grant Request	MDA AgBMP Loan Request	Total CWF Request	Local Match	Other Leverage Funds	Total Match and Leverage Funds	Readiness to Proceed in Months (see drop down)
		Amount	Units	Amount	Units	Amount	Units							
10	SWAT	2	lbs/day	8	tons/year	100	acre feet	\$90,000	\$0	\$90,000	\$30,000	\$10,000	\$40,000	6 to 12 months
50 years -- this project incorporates bioengineering techniques, which evolve with the stream and adjust naturally to changing flows and channel meandering. As a bioengineering project matures, little to no maintenance will be required beyond the initial establishment period. As long as the vegetation continues to grow the practices have an indefinite effective life – some practices installed in Europe are hundreds of years old.	P8	300	lbs/year	38	tons/year			\$300,000	\$0	\$300,000	\$665,200	\$0	\$665,200	6 to 12 months
50 years -- this project incorporates bioengineering techniques, which evolve with the stream and adjust naturally to changing flows and channel meandering. As a bioengineering project matures, little to no maintenance will be required beyond the initial establishment period. As long as the vegetation continues to grow the practices have an indefinite effective life – some practices installed in Europe are hundreds of years old.	Computations based on streambank erosion and soil phosphorus data	96	lbs/year	100	tons/year			\$200,000	\$0	\$200,000	\$436,100	\$0	\$436,100	6 to 12 months
								\$0	\$0	\$0	\$0	\$0	\$0	
								\$0	\$0	\$0	\$0	\$0	\$0	
								\$0	\$0	\$0	\$0	\$0	\$0	
								\$0	\$0	\$0	\$0	\$0	\$0	
								\$0	\$0	\$0	\$0	\$0	\$0	
								\$0	\$0	\$0	\$0	\$0	\$0	
								\$0	\$0	\$0	\$0	\$0	\$0	
								\$0	\$0	\$0	\$0	\$0	\$0	
								\$0	\$0	\$0	\$0	\$0	\$0	
								\$0	\$0	\$0	\$0	\$0	\$0	
								\$0	\$0	\$0	\$0	\$0	\$0	
								\$500,000	\$0	\$500,000	\$1,101,300	\$0	\$1,101,300	

## Overall Budget Summary

Project Applicant: ***Bassett Creek Watershed Management Comm***

Program	Total Grant	Total Loan	Total Grant and Loan Request
1. Clean Water Fund Competitive Grants	\$500,000	\$0	\$500,000
2. BWSR Feedlot Water Quality Management Grant	\$0	\$0	\$0
3. BWSR-MPCA SSTS Inventories and Fix Up Grants	\$0	\$0	\$0
4. BWSR Conservation Drainage Grant	\$0	Does not apply	\$0
5. BWSR Native Buffer Cost Share Grant	\$0	Does not apply	\$0
6. BWSR Cooperative Weed Management Grant	\$0	Does not apply	\$0
<b>Total Project Budget</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$500,000</b>

**BCWMC EDUCATION/PUBLIC OUTREACH COMMITTEE NOTES****12/4/90 – 9:00 a.m. – Plymouth City Hall, Parker's Lake Room**

Members present: Liz Thornton, Margie Vigoren, Stu Stockhaus and Pauline Langsdorf

**Teacher Focus Group**

Seven teachers have confirmed that they will attend the Teacher Focus Group on January 14<sup>th</sup> in the Council Conference Room in Golden Valley City Hall from 4:30-7:00 p.m. Three of the teachers we have contacted haven't returned our calls. We are still looking for two middle school/jr. high teachers to take part in the Focus Group. The teachers who have confirmed are from Armstrong, Cooper and West Lutheran Sr. High Schools, Robbinsdale Middle School and Noble, Meadowbrook and Birchview Elementary Schools. These schools are located in Plymouth, New Hope, Robbinsdale and Golden Valley. The school districts they represent are Wayzata, Robbinsdale, Hopkins and one private school.

The goal of this Teacher Focus Group is to learn from the teachers: what they are currently doing; what barriers they face when wanting to do watershed/water type education; what materials are available to them; what materials they would actually use; what barriers they see in how our BCWMC grants are structured and how can we better direct our grants.

A total of \$1,000 has been approved for up to 10 \$100 stipends for the teachers who attend this workshop. Since we will run over the dinner hour we want to provide pizza and will use money from the \$1,000 approved for this Focus Group, should we have fewer than 10 teachers participating. If we do have 10 teachers we would like to use an additional \$100 from the education budget to buy pizza or sandwiches for our participants.

We will have samples of watershed education materials for our participants to review as well as some resource materials for them to take with them. Included in these materials will be our watershed map showing the cities in different colors. Margie will develop a handout sheet of websites that are useful for watershed education. Once developed, we would like to have this information posted on our BCWMC website. We will also provide teachers with a handout of information about and an application for our grant program. Pauline will contact Sage Passe, of Washington, Ramsey Watershed District, to learn what materials they use in their teacher program. We will also contact Mary Karius to see what materials she may have to display/handout. We will set up our exhibits as well as other hands on teaching tools there.

**Salt and Winter Road Maintenance Article**

This article will be written by Judy Argentineau and be marketed to the local press in January. We are recommending that she contact someone involved with street maintenance at the City of Golden Valley, Connie Fortin of Fortin Consulting for information as to what individuals can

do on their own property and Ridgedale Shopping Center regarding how they manage their parking lots to reduce polluted runoff into our waters.

### **Northland NEMO Update**

We discussed Northland NEMO (nonpoint education for municipal employees) and the requirements to being a charter member of this organization. As of this writing the metro area Watershed Districts (WD's) and two Watershed Managements Organizations (WMO's) are charter members. Being a charter member means that they have signed the NEMO charter and have a designated person who attends NEMO meetings and many of these representatives are trained to facilitate the use of NEMO's watershed and lake management games. Also, JASS, which represents an additional four WMO's in our West Metro area has been sending a staff person to NEMO meetings.

The BCWMC Education/Public Outreach committee would like to have the option of using the materials developed by Northland NEMO but feel that as volunteers we don't have anyone to take on that responsibility. Another way of obtaining use of the NEMO materials and a NEMO game facilitator is to support NEMO financially. However, we don't have NEMO support built into our 2010 budget. We will look into this further following our January Teacher's Focus Group.

### **Blue Thumb Upcoming Meeting**

Renewing Blue Thumb membership is also due by the end of the year as are orders for Blue Thumb materials. Their upcoming meeting is on December 11. We hope to have a representative at the meeting.

### **General Recommendation**

*As the BCWMC looks at administrative options we strongly recommend that the BCWMC seriously explore how the Commission can be actively involved in the opportunities we currently miss for educational outreach by not having staff or a consultant handling this important task. As volunteers, our Education/Public Outreach Committee isn't able to do all that could and should be done in this important area.*

### **Upcoming Meetings**

Joint EPOC, December 8<sup>th</sup> at 8:30 a.m. at Plymouth City Hall

BCWMC Education/Public Outreach Committee, January 7<sup>th</sup> at 9:00 a.m. at Plymouth City Hall

Notes by Pauline Langsdorf