

Bassett Creek Watershed Management Commission Meeting Agenda
July 19, 2012

1. **CALL TO ORDER AND ROLL CALL**
2. **CITIZEN FORUM ON NON-AGENDA ITEMS:** *Citizens may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, with the exception of referral to staff or a Commissions Committee for a recommendation to be brought back to the Commission for discussion/action.*
3. **APPROVAL OF AGENDA**
4. **CONSENT AGENDA** – *Consent Agenda items are considered routine and will be enacted by one motion. There is no separate discussion of these items unless a Commissioner or citizen so requests, in which event the item will be removed from the Consent Agenda and placed on the regular Agenda.*
 - A. Presentation of June 21, 2012, meeting minutes
 - B. Presentation of Financial Statements
 - C. Legal Counsel Communications
5. **ADMINISTRATION** – *A roll call vote will be taken on items listed below.*
 - A. Presentation of Invoices for Payment Approval
 - i. Kennedy & Graven – Legal Services through May 31, 2012
 - ii. Barr Engineering – Engineering Services through June 29, 2012
 - iii. Amy Herbert – June Secretarial Services
 - iv. D'amico-ACE Catering – July 2012 Meeting Catering
 - v. League of Minnesota Cities Insurance Trust – Annual insurance premium through June 2013
 - B. Revisions to the BCWMC's Bylaws
6. **NEW BUSINESS**
 - A. Public Meeting on the BCWMC's Minor Plan Amendment
 - B. Final Feasibility Study for the Four Seasons Mall Wetland Restoration Project
 - C. Sweeney Lake Boathouse Replacement: Golden Valley
 - D. BWSR FY2013 Clean Water Fund Community Partners Grants
7. **OLD BUSINESS**
 - A. Order Cooperative Agreements and Public Hearing for 2013 CIP Projects: NL-2 (Four Seasons Mall Wetland Restoration Project) and ML-8 (Lakeview Park Pond Project)
 - B. WOMP Station Management
 - C. Update on Administrator Selection Process (*verbal*)
 - D. Next Generation Watershed Management Plan
 - E. Follow up report on riprap in channel below Medicine Lake outlet (*verbal*)
8. **COMMUNICATIONS**
 - A. Chair
 - B. Commissioners
 - C. Committees
 - D. Engineer: Information Only: BBL submitted to BWSR
9. **ADJOURNMENT**

(Future Business listed on other side)

**Bassett Creek Watershed Management Commission
Minutes of the Meeting of June 21, 2012**

1. CALL TO ORDER AND ROLL CALL

The Bassett Creek Watershed Management Commission (BCWMC) was called to order at 11:34 a.m., on Thursday, June 21, 2012, at Golden Valley City Hall by Chair Black.

ROLL CALL

Crystal	<i>Not represented</i>	Counsel	Charlie LeFevere
Golden Valley	Commissioner Stacy Hoschka, Treasurer	Engineer	Karen Chandler
Medicine Lake	Commissioner Ted Hoshal, Secretary	Recorder	Amy Herbert
Minneapolis	Alternate Commissioner Lisa Goddard		
Minnetonka	<i>Not represented</i>		
New Hope	<i>Not represented</i>		
Plymouth	Commissioner Ginny Black, Chair		
Robbinsdale	<i>Not represented</i>		
St. Louis Park	Commissioner Jim de Lambert, Vice Chair		

Also present:

Laura Adler, BCWMC Technical Advisory Committee, City of St. Louis Park
Derek Asche, BCWMC Technical Advisory Committee, City of Plymouth
Jeannine Clancy, BCWMC Technical Advisory Committee, City of Golden Valley
Christopher Gise, Golden Valley resident
Dave Hanson, Alternate Commissioner, City of Golden Valley
Guy Johnson, BCWMC Technical Advisory Committee, City of New Hope
Chris Long, BCWMC Technical Advisory Committee, City of New Hope
Linda Loomis, Golden Valley resident
Tom Mathisen, BCWMC Technical Advisory Committee, City of Crystal
Richard McCoy, BCWMC Technical Advisory Committee, City of Robbinsdale
Jeff Oliver, BCWMC Technical Advisory Committee, City of Golden Valley
John O'Toole, Alternate Commissioner, City of Medicine Lake
Justin Riss, Alternate Commissioner, City of St. Louis Park

2. CITIZEN FORUM ON NON-AGENDA ITEMS

Ms. Jeannine Clancy announced the July 19th dedication ceremony of the Edward Silberman Memorial. She said that the 2:30 p.m. ceremony will be held in Golden Valley at Schaper Park and will honor the contributions of Ed Silberman to the City of Golden Valley and, as the Golden Valley representative to the BCWMC, to the Bassett Creek Watershed. She invited all to attend and said that a formal invitation will be sent to the Commission.

3. AGENDA

Chair Black requested to reverse the order of agenda items 6A and 6B so that the Commission discusses the feasibility report prior to discussing the minor plan amendment. Commissioner Hoshal moved to approve the agenda as amended. Alternate Commissioner Lisa Goddard seconded the motion. The motion carried unanimously with five votes in favor [Cities of Crystal, Minneapolis, New Hope, and Robbinsdale absent from vote].

4. CONSENT AGENDA

Mr. LeFevere stated that he had made draft revisions to the BCWMC's Bylaws per direction of the Chair and that they could be part of the July meeting packet. Chair Black directed the review of the Bylaw revisions to be added to the July meeting agenda.

Commissioner de Lambert moved to approve the Consent Agenda as amended. Alternate Commissioner Goddard seconded the motion. The motion carried unanimously with five votes in favor [Cities of Crystal, Minneapolis, New Hope, and Robbinsdale absent from vote]. [The following items were approved as part of the Consent Agenda: The May 17, 2012, meeting minutes, the June financial report, and the Legal Counsel Communications.

The general and construction account balances reported in the June 2012 Financial Report are as follows:

Checking Account Balance	\$732,798.60
TOTAL GENERAL FUND BALANCE	\$732,798.60
TOTAL ON-HAND CONSTRUCTION CASH & INVESTMENTS	\$2,479,696.79
CIP Projects Levied – Budget Remaining	(\$3,142,240.42)
Closed Projects Remaining Balance	\$662,543.63
2012 Anticipated Tax Levy Revenue	\$998,000.00
Anticipated Closed Project Balance	\$335,456.37

5. ADMINISTRATION

5A. Presentation of Invoices for Payment Approval.

- i. Kennedy & Graven – Legal Services through April 30, 2012 – invoice for the amount of \$1,606.30.
- ii. Barr Engineering Company – Engineering Services through June 1, 2012 – invoice for the amount of \$29,916.76.
- iii. Amy Herbert – May Secretarial Services – invoice for the amount of \$2,659.48.
- iv. D'amico - ACE Catering – June BCWMC meeting catering – invoice for the amount of \$189.61.
- v. MMKR – Audit Work – final billing – invoice for the amount of \$950.00.

Alternate Commissioner Goddard moved to approve payment of all of the invoices. Commissioner de Lambert seconded the motion. By call of roll the motion carried unanimously with five votes in favor [Cities of Crystal, Minneapolis, New Hope, and Robbinsdale absent from vote].

5B. BCWMC's Draft 2013 Budget and Assessment. Chair Black presented the recommendations of the BCWMC's Budget Committee. She went through the budget documents in the meeting packet and presented the recommended changes to the proposed budget. Chair Black spoke in detail about the recommended \$100,000 budget for an Administrator for 2013. The Commission and TAC members asked questions about the proposed Administrator budget and Chair Black provided background information about the previous search for an Administrator, the Administrative Services Committee's reflections on the role of the Commission's previous Administrator, and the steps the Committee has taken to reach the recommendation of the \$100,000 budget. Chair Black said that the Commission could delay action on the budget until after the Commission's discussion of the Administrator services under agenda item 7A.

Chair Black also described in detail the proposed change for the 2013 budget for WOMP (Watershed Outlet Monitoring Program). She explained that the Minneapolis Park and Recreation Board (MPRB) recently notified the Metropolitan Council of Environmental Services (MCES) that it will be terminating its WOMP station contract with the MCES effective June 25, 2012. MCES notified the Commission Engineer of with that information. Chair Black reported that the MCES communicated to the Commission Engineer that the MCES is willing to do the monitoring through the remainder of 2012 and to contribute \$4,000 to \$5,000 to the BCWMC for the monitoring work in 2013.

Chair Black explained that for 2013 the Commission will need to contract with someone to do the monitoring. Chair Black said that the estimate that Barr Engineering Company provided to the Commission to do the monitoring in 2013 would result in the Commission needing to budget \$25,000 for the 2013 WOMP budget. She said that she has asked for a cost estimate for the work from the Mississippi Watershed Management Organization (MWMO) but has not received it. Chair Black asked how the Commission would like to proceed with setting a budget for the 2013 WOMP program given that the exact costs are not yet known. The Commission decided to set the budget at \$25,000 and to reflect in the BCWMC's budget document the \$5,000 in revenue expected from the MCES.

The Commission discussed other possible entities that would be able to do the monitoring work and that the Commission could contact to request a cost estimate. Chair Black said that the MCES should have a written description of the work involved in carrying out the monitoring and volunteered to try to get that information. She also volunteered to try to contact Minnehaha Watershed District about the work and to ask for a cost estimate.

Alternate Commissioner Goddard moved to revise the proposed 2013 budget to reflect \$25,000 in line 31 for WOMP and to insert \$5,000 as revenue. Commissioner Hoshal seconded the motion. The motion carried unanimously with five votes in favor [Cities of Crystal, Minneapolis, New Hope, and Robbinsdale absent from vote].

Mr. Mathisen voiced his concern about the proposed budget for the Administrator. The Commission had a detailed discussion about the administrative needs of the Commission, the methods used by other metro-area WMOs to fulfill their needs, and concerns about the growing role of administrative services in the BCWMC. Chair Black recommended delaying further discussion of the budget until after the discussion of the Administrator position under agenda item 7A.

6. NEW BUSINESS

- A. **Draft Feasibility Study for Project NL-2: Four Seasons Mall Water Quality Improvement Project.** Mr. Asche presented the draft feasibility study. He said that it was before the Commission today because the City of Plymouth would like comments and the Commission needs to both initiate the plan amendment process and provide a not-to-exceed amount to Hennepin County for the 2013 tax levy. Mr. Asche said that any comments on the draft report should be given to him and the final report will come back in front of the Commission next month.

Mr. Asche said that the feasibility study looked at different options and came up with two scenarios. He described Scenario One as ponding and stream restoration work, which includes two water quality ponds and stream restoration work and is projected to remove 108 pounds of phosphorous per year. Mr. Asche noted that the goal phosphorous removal is 74 pounds per year. He said that Scenario One appears to meet the project's goals and has an estimated cost of approximately \$939,000. Mr. Asche noted that this scenario includes a pond on the Four Seasons Mall site and would require a cooperative partner. He said those details would be addressed during plan design. He explained that if the pond on the Four Seasons property did not happen then the project would still achieve removal of 85 pounds of phosphorous per year through the one water quality pond and the stream restoration at a cost of approximately \$650,000.

Mr. Asche described Scenario Two as an alum injection system. He said that the projected phosphorous removal is 143 pounds per year but added that this scenario is a more complex system. Mr. Asche said that the cost estimate for this scenario is 1.2 million dollars. He noted that any excess costs not funded by the Commission would need to be funded by the City of Plymouth.

Mr. Asche said that he is looking for guidance from the Commission in order to finalize the feasibility report. He noted that the recommendation in the report is Scenario One because of the value of the project relative to its cost. He said the Commission also needs to get rolling on the plan amendment process and needs to get the maximum levy amount to Hennepin County. Mr. Asche noted that the Commission will provide the final levy amount to Hennepin County using the project cost reflected in the final feasibility study.

Chair Black asked Mr. Asche to talk about the ongoing maintenance needs. Mr. Asche said that the responsibility for ongoing maintenance is currently unknown but said that for now he will name the City of Plymouth as the responsible party. Commissioner Hoschka asked if the cost of wetland mitigation was included in the cost estimates. Mr. Asche said when the City previously looked at the wetland mitigation costs it was about \$1.50 or 2.00 per square foot or about \$80,000 per acre. He said that the wetland mitigation cost would need to be included in the final feasibility report. Ms. Clancy

asked who would be responsible for the ongoing operating costs of the alum injection system. Mr. Asche said that he does not know yet. Ms. Clancy asked if the cost estimates of the two scenarios include the cost of the feasibility report. Mr. Asche responded that they do not.

The Commission discussed the 2013 maximum levy amount. Ms. Chandler reminded the Commission that for 2013 the Commission has approved the Lakeview Park Pond project, which is to be levied in two phases, one in 2013 and one in 2014. She said that since the Northwood project would go into two years, then it could also be levied over two years. She said there is a little bit of room still in 2014 because the project cost estimates are not yet up to one million. She said if the cost of the feasibility report for the Four Seasons Mall water quality project is added in to the levy amount then there might need to be some numbers moved around for 2014.

Mr. Asche recommended that the Commission set the maximum levy now without adding in the cost of the feasibility study for this project, since the cost of the study is reimbursable through a contract with the Commission anyway.

Commissioner Hoschka moved to recommend Scenario One at the cost of \$940,000. Commissioner de Lambert seconded the motion. Ms. Clancy recommended that the Commission modify its motion to include the cost of the feasibility study. Commissioner Hoschka amended her motion to include the \$50,000 cost of the feasibility study, for a total project cost of \$990,000. Commissioner de Lambert approved the friendly amendment to the motion. Chair Black made the friendly amendment that the motion authorizes the Commission's Engineer to develop a minor plan amendment for Scenario One, which has a cost of \$990,000. Commissioners Hoschka and de Lambert approved the friendly amendment. The motion carried unanimously with five votes in favor [Cities of Crystal, Minneapolis, New Hope, and Robbinsdale absent from vote].

Commissioner Goddard moved that the maximum levy for 2013 is no more than one million dollars. Commissioner Hoschka seconded the motion. The motion carried unanimously with five votes in favor [Cities of Crystal, Minneapolis, New Hope, and Robbinsdale absent from vote].

Chair Black directed Ms. Herbert to notice the July public meeting on the minor plan amendment.

- B. Minor Plan Amendment, Project NL-2: Four Seasons Mall Water Quality Improvement Project. See discussion and action under agenda item 6A - Draft Feasibility Study for Project NL-2: Four Seasons Mall Water Quality Improvement Project.
- C. Canadian Pacific Railway Bridge Replacement: City of Golden Valley. Ms. Chandler said that the project is in front of the Commission because it comprises work in the flood plain. She said that the project is a bridge replacement. Ms. Chandler discussed the Commission Engineer's recommendations, specifically recommendation number one listed in the June 13, 2012, memo from Barr Engineering and which states: "Applicant must show that the low chord of the bridge provides one foot of freeboard above the floodplain elevation, if possible, or that the lowering of the bridge low chord will not affect Bassett Creek flood elevations."

Ms. Chandler said that the Commission Engineer has gotten plans back from one of the project's consultants that shows the low chord elevation is at 825 feet, which is one foot lower than the one hundred-year flood plain, and the top chord elevation at 828 feet. Ms. Chandler said the Commission Engineer received a letter from the consultant stating that their model shows that the project does not increase the flood level. She said the Commission Engineer needs to review the model to ensure that finding.

Ms. Chandler said that the Commission Engineer recommends approval of the project with the conditions listed in the Engineer's memo. Ms. Clancy asked if the railroad is removing the old piers. Ms. Chandler said yes, they will be taken out. Commissioner de Lambert asked if there should be a contingency added about cutting off the piers below the mud-line in the case that the piers cannot be removed. The Commission agreed.

Commissioner de Lambert moved to approve the project contingent on the Engineer's recommendations and the addition of the recommendation that the old piers are removed or in the case that they cannot be removed then they get cut off below the mud line. Commissioner Hoshal seconded the motion. The motion carried unanimously with five votes in favor [Cities of Crystal, Minneapolis, New Hope, and Robbinsdale absent from vote].

7. OLD BUSINESS

- A. Update on Administrator Selection Process. Chair Black provided an historical overview of the Commission's process of creating and filling the previous Administrator role and the process for creating a position and a search process for the position since the previous Administrator left. She summarized the meetings with Doug Snyder of the Mississippi Watershed Memorial Organization (MWMO) and the three scenarios that Mr. Snyder provided to the Commission as possible structures that the MWMO could use to provide Administrator services to the BCWMC. Chair Black said that one of today's handouts is a list of costs that Mr. Snyder assembled to show the BCWMC what Administrator-type services cost the MWMO. Chair Black asked for input on whether the Commission wants to pursue hiring an Administrator, whether it wants to pursue sending out an RFP for services, or whether there is a dual process that the Commission could follow.

Mr. Mathisen commented that work expands to fill a position and said that he does not feel that the Administrator role is a 40-hour a week position. He said that at least going through the MWMO there would be oversight of the position. Ms. Clancy said that she is curious about how the BCWMC's mission would meld with the MWMO's mission and how the Commission would buy services from them. Chair Black said that the two organizations' missions are the same but the structures are different. Ms. Clancy asked if the MWMO does flood control work and said she feels that it is important that the Commission hire services from an organization that has a similar vision and flood control is a huge issue. Mr. Asche said that he thinks the Administrative work is a full-time job and commented that the Shingle Creek Watershed Management Commission's 2011 budget for Administrative Services was \$85,000.

The Commission continued with a lengthy discussion of the Administrator services needs. Ms. Clancy said that she attended yesterday's Administrative Services Committee meeting as an observer and said that it would be good if there could be a discussion among the TAC members about what kind of skill set would be beneficial in an Administrator. She said that she thinks there may be some misconceptions about what worked and what didn't work with the previous Administrator services.

Chair Black said that the Administrative Services Committee will set up a meeting and will invite the TAC to come and offer comments and this topic will come back to the Commission at the July meeting. Commissioner Hoschka moved that the Commission and the TAC work to finalize the RFP for administrator services and put the RFP out so that the Commission has more options to discuss instead of just the one MWMO option. Alternate Commissioner Goddard seconded the motion.

Chair Black asked who would do the work to put the RFP out there because last time she did it and she

isn't going to take it on this time. Commissioner Hoschka said she thinks that getting the RFP out there will keep the process going. Commissioner de Lambert said that the time has passed for sending out an RFP. Commissioner Hoschka asked why the Commission didn't put out the RFP already. Chair Black said that the Commission was very disappointed last time in the number, four, and quality of applicants that responded to the RFP. She said that the process took at least eight months and the results just weren't worth it. Chair Black said that looking back through the applicant pool the MWMO was the only one really qualified. Commissioner Hoschka said that earlier the Commission was discussing putting out an RFP for a \$25,000 budget item and the Administrator budget is possibly \$100,000.

Chair Black said that if people need more information from the MWMO then they should call up Doug Snyder and sit down with him to discuss any concerns.

Alternate Commissioner Goddard suggested that the Commission table the motion because of the time and the fact that the Commission must approve a budget at this meeting. Chair Black directed Ms. Herbert to coordinate a meeting of the Administrative Services Committee and to invite the TAC to participate and provide any comments on the Administrator services.

Commissioner Hoschka moved to approve the proposed 2013 budget. Commissioner de Lambert seconded the motion. The motion carried unanimously with five votes in favor [Cities of Crystal, Minneapolis, New Hope, and Robbinsdale absent from vote].

8. COMMUNICATIONS

Chair: No Chair Communications.

Commissioners: No Commissioner Communications.

Committees: No Committee Communications.

Counsel Communications: No Counsel Communications.

Engineer Communications: No Engineer Communications.

9. ADJOURNMENT

The meeting adjourned at 2:05 p.m.

_____	_____	_____	_____
Chair	Date	Amy Herbert, Recorder	Date

_____	_____
Secretary	Date

4B.

BEGINNING BALANCE	13-Jun-12	732,798.60
ADD:		
General Fund Revenue:		
Interest (Bank Charges)	11.90	
2012-13 Assessments:		
Have not received St Louis Park Assessment		
Permits:		
Reimbursed Construction Costs	6,131.50	
	Total Revenue and Transfers In	6,143.40
DEDUCT:		
Checks:		
2445 D'Amico Catering	July Meeting	188.11
2446 Barr Engineering	June Engineering	44,903.73
2447 Amy Herbert	June Secretarial	2,232.48
2448 Kennedy & Graven	May Legal	1,262.15
2449 LMCIT	Insurance	3,827.00
	Total Checks	52,413.47
Outstanding from previous month:		
Meadowbrook School	2009 Exp-Grant	992.08
	Total Expenses	52,413.47
ENDING BALANCE	11-Jul-12	686,528.53

	2012/2013 BUDGET	CURRENT MONTH	YTD 2012/2013	BALANCE
OTHER GENERAL FUND REVENUE				
INTEREST (BANK CHARGES)		11.90	16.67	
ASSESSMENTS	461,045	0.00	443,742.00	17,303.00
PERMIT REVENUE	48,000	0.00	22,800.00	25,200.00
REVENUE TOTAL	509,045	11.90	466,558.67	42,503.00
EXPENDITURES				
ENGINEERING				
ADMINISTRATION	120,000	6,569.50	47,675.80	72,324.20
PLAT REVIEW	60,000	4,777.50	22,776.89	37,223.11
COMMISSION MEETINGS	14,250	435.00	4,267.82	9,982.18
SURVEYS & STUDIES	10,000	0.00	0.00	10,000.00
WATER QUALITY/MONITORING	20,000	451.50	3,737.00	16,263.00
WATER QUANTITY	11,000	731.72	3,347.66	7,652.34
WATERSHED INSPECTIONS	7,000	884.83	2,205.46	4,794.54
ANNUAL FLOOD CONTROL INSPECTIONS	9,000	0.00	638.00	8,362.00
REVIEW MUNICIPAL PLANS	2,000	0.00	0.00	2,000.00
ENGINEERING TOTAL	253,250	13,850.05	84,648.63	168,601.37
PLANNING				
WATERSHED-WIDE SP-SWMM MODEL	70,000	4,792.00	14,551.00	55,449.00
WATERSHED-WIDE P8 WATER QUALITY MODEL	135,000	18,439.99	31,958.99	103,041.01
NEXT GENERATION PLAN	40,000	1,319.50	6,281.50	33,718.50
PLANNING TOTAL	245,000	24,551.49	52,791.49	192,208.51
ADMINISTRATOR	50,000	0.00	0.00	50,000.00
LEGAL COSTS	18,500	1,262.15	4,790.38	13,709.62
AUDIT, INSURANCE & BONDING	15,225	3,827.00	11,977.00	3,248.00
FINANCIAL MANAGEMENT	3,045	0.00	950.00	2,095.00
MEETING EXPENSES	2,750	188.11	1,715.44	1,034.56
SECRETARIAL SERVICES	40,000	2,353.17	13,430.11	26,569.89
PUBLICATIONS/ANNUAL REPORT	2,000	0.00	2,449.50	(449.50)
WEBSITE	2,500	0.00	0.00	2,500.00
PUBLIC COMMUNICATIONS	3,000	0.00	0.00	3,000.00
WOMP	10,000	250.00	1,047.50	8,952.50
EDUCATION AND PUBLIC OUTREACH	5,775	0.00	4,019.94	1,755.06
WATERSHED EDUCATION PARTNERSHIPS	13,000	0.00	0.00	13,000.00
EROSION/SEDIMENT (CHANNEL MAINT)	25,000	0.00	0.00	25,000.00
LONG TERM MAINTENANCE (moved to CF)	25,000	0.00	0.00	25,000.00
TMDL STUDIES (moved to CF)	10,000	0.00	0.00	10,000.00
GRAND TOTAL	724,045	46,281.97	177,819.99	546,225.01

Bassett Creek Construction Project Details

7/12/2012

	CIP Projects Levied						
	Total		2010	2010	2011	2011	2011
	CIP Projects Levied	Twin Lake	Plymouth Creek Channel Restoration (CR)	Main Stem Crystal to Regent (CR)	Wisc Ave (Duluth Str)-Crystal (GV)	North Branch - Crystal (CR-NB)	Plymouth Pond NB-07 (NL-2)
Original Budget	4,229,400	140,000	965,200	636,100	580,200	834,900	180,000
Expenditures:							
Feb 2004 - Jan 2005	1,983.50	1,983.50					
Feb 2005 - Jan 2006	1,716.70	1,716.70					
Feb 2006 - Jan 2007	375.70	375.70					
Feb 2007 - Jan 2008	36.00	36.00					
Feb 2008 - Jan 2009	20,954.25		20,954.25				
Feb 2009 - Jan 2010	22,501.45	1,612.45	9,319.95	11,569.05			
Feb 2010 - Jan 2011	114,036.63		30,887.00	11,590.80	34,803.97	31,522.86	602.00
Feb 2011 - Jan 2012	1,221,571.16		825,014.32	235,316.17	9,109.50	10,445.00	8,086.37
Feb 2012 - Jan 2013	59,350.61		42,393.59	526.50	8,248.88	507.50	1,737.72
Total Expenditures:	1,442,526.00	5,724.35	928,569.11	259,002.52	52,162.35	42,475.36	10,426.09
Project Balance	2,786,874.00	134,275.65	36,630.89	377,097.48	528,037.65	792,424.64	(10,426.09)

	Total		2010	2010	2011	2011	2011	2012
	CIP Projects Levied	Twin Lake	Plymouth Creek Channel Restoration (CR)	Main Stem Crystal to Regent (CR)	Wisc Ave (Duluth Str)-Crystal (GV)	North Branch - Crystal (CR-NB)	Plymouth Pond NB-07 (NL-2)	Wirth Lake Outlet Modification (WTH-4)
Project Totals By Vendor								
Barr Engineering	300,452.22	3,758.10	42,743.60	25,808.00	47,352.20	31,297.71	9,451.99	24,053.19
Kennedy & Graven	13,206.60	1,966.25	2,120.10	2,435.25	792.65	792.65	974.10	2,225.15
City of Golden Valley	222,788.32			222,788.32				
City of Plymouth	861,143.86		861,143.86					
Com of Trans								
S E H								
Misc								
2.5% Admin Transfer	44,935.00		22,561.55	7,970.95	4,017.50	10,385.00		
Total Expenditures	1,442,526.00	5,724.35	928,569.11	259,002.52	52,162.35	42,475.36	10,426.09	26,278.34

	Total		2010	2010	2011	2011	2011	2012
	CIP Projects Levied	Twin Lake	Plymouth Creek Channel Restoration (CR)	Main Stem Crystal to Regent (CR)	Wisc Ave (Duluth Str)-Crystal (GV)	North Branch - Crystal (CR-NB)	Plymouth Pond NB-07 (NL-2)	Wirth Lake Outlet Modification (WTH-4)
Levy/Grant Details								
2009/2010 Levy	935,000		902,462	32,538				
2010/2011 Levy	862,400			286,300	160,700	415,400		
2011/2012 Levy	775,000							175,000
Construction Fund Balance	904,000		62,738	2,262	419,500	419,500		
BWSR Grant- BCWMO	652,500		212,250	147,750				75,000
Total Levy/Grants	4,128,900		1,177,450	468,850	580,200	834,900		250,000
BWSR Grants Received			191,025	132,975				67,500

Bassett Creek Construction Project Details

	2012	2012	Proposed & Future CIP Projects (to be Levied)	
	Main Stem Irving Ave to GV Road (2012CR)	Schaper Pond Enhancement Feasibility (SL-1)	Total Proposed & Future CIP Projects (to be Levied)	2013 Lakeview Park Pond (ML-8)
Original Budget	856,000	37,000	196,000	196,000
Expenditures:				
Feb 2004 - Jan 2005			637.50	637.50
Feb 2005 - Jan 2006				
Feb 2006 - Jan 2007				
Feb 2007 - Jan 2008				
Feb 2008 - Jan 2009				
Feb 2009 - Jan 2010				
Feb 2010 - Jan 2011	1,720.00			
Feb 2011 - Jan 2012	71,647.97	39,632.49	1,476.00	1,476.00
Feb 2012 - Jan 2013	4,061.45	825.97		
Total Expenditures:	77,429.42	40,458.46	2,113.50	2,113.50
Project Balance	778,570.58	(3,458.46)	193,886.50	193,886.50

	2012	2012	Total	2013
	Main Stem Irving Ave to GV Road (2012CR)	Schaper Pond Enhancement Feasibility (SL-1)	Proposed & Future CIP Projects (to be Levied)	Lakeview Park Pond (ML-8)
Project Totals By Vendor				
Barr Engineering	75,567.17	40,420.26	2,068.50	2,068.50
Kennedy & Graven	1,862.25	38.20	45.00	45.00
City of Golden Valley				
City of Plymouth				
Com of Trans				
S E H				
Misc				
2.5% Admin Transfer				
Total Expenditures	77,429.42	40,458.46	2,113.50	2,113.50

	2012	2012	Total	2013
	Main Stem Irving Ave to GV Road (2012CR)	Schaper Pond Enhancement Feasibility (SL-1)	Proposed & Future CIP Projects (to be Levied)	Lakeview Park Pond (ML-8)
Levy/Grant Details				
2009/2010 Levy				
2010/2011 Levy				
2011/2012 Levy	600,000		196,000	196,000
Construction Fund Balance				
BWSR Grant- BCWMO	217,500			
Total Levy/Grants	817,500		196,000	196,000
BWSR Grants Received	108,750			

Bassett Creek Construction Project Details

Other Projects							
Total					2012		
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	Totals - All Projects
Original Budget	1,717,373.00	125,000.00	119,000.00	500,000.00	773,373.00 (250,000.00)	200,000.00	6,142,773.00
MPCA Grant From GF	163,870.64		163,870.64		250,000.00		163,870.64
	50,000.00			25,000.00		25,000.00	50,000.00
Expenditures:							
Feb 2004 - Jan 2005							2,621.00
Feb 2005 - Jan 2006	6,949.19			3,954.44		2,994.75	8,665.89
Feb 2006 - Jan 2007	10,249.09	637.20		9,611.89			10,624.79
Feb 2007 - Jan 2008	113,141.44	23,486.95	89,654.49				113,177.44
Feb 2008 - Jan 2009	117,455.33	31,590.12	47,041.86			38,823.35	138,409.58
Feb 2009 - Jan 2010	76,184.64	31,868.63	44,316.01				98,686.09
Feb 2010 - Jan 2011	45,375.25	15,005.25	25,920.00		4,450.00		159,411.88
Feb 2011 - Jan 2012	12,656.65	168.00	5,290.50		7,198.15		1,235,703.81
Feb 2012 - Jan 2013							59,350.61
Total Expenditures:	382,011.59	102,756.15	212,222.86	13,566.33	11,648.15	41,818.10	1,826,651.09
Project Balance	1,549,232.05	22,243.85	70,647.78	500,000.00	534,806.67	238,351.85	4,529,992.55

Total					2012		
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	Totals - All Projects
Project Totals By Vendor							
Barr Engineering	214,564.19	99,879.70	94,948.17		10,187.00		517,084.91
Kennedy & Graven	5,907.54	1,164.30	2,902.59	9,549.32	1,461.15	354.75	19,159.14
City of Golden Valley	2,640.00			24.75		2,640.00	225,428.32
City of Plymouth	38,823.35					38,823.35	899,967.21
Com of Trans	3,992.26			3,992.26			3,992.26
S E H	101,598.10		101,598.10				101,598.10
Misc	14,486.15	1,712.15	12,774.00				14,486.15
2.5% Admin Transfer							44,935.00
Total Expenditures	382,011.59	102,756.15	212,222.86	13,566.33	11,648.15	41,818.10	1,826,651.09

Total					2012		
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	Totals - All Projects
Levy/Grant Details							
2009/2010 Levy	163,870.64		163,870.64				935,000
2010/2011 Levy	50,000.00			25,000		25,000	912,400
2011/2012 Levy							971,000
Construction Fund Balance							904,000
BWSR Grant- BCWMO							652,500
Total Levy/Grants	213,870.64		163,870.64	25,000		25,000	4,374,900
BWSR Grants Received							

Cash Balance 6/13/12

Cash		1,469,715.51	
Investments:			
Federal National Mtg Assn - Purchased 4/23/12 - Due 4/23/2015 - .912%(callable 04/23/13 .25%)		1,009,981.28	
Total Cash & Investments			2,479,696.79

Add:

Interest Revenue (Bank Charges)		45.09	
Hennepin County - Property Tax Levy	1st Half	382,945.40	
Total Revenue			382,990.49

Less:

CIP Projects Levied - Current Expenses - TABLE A		(6,001.00)	
Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B		(130.50)	
Total Current Expenses			(6,131.50)

Total Cash & Investments On Hand 07/11/12 2,856,555.78

Total Cash & Investments On Hand	2,856,555.78
CIP Projects Levied - Budget Remaining - TABLE A	(2,780,873.00)

Closed Projects Remaining Balance	75,682.78
2012 Anticipated Tax Levy Revenue - TABLE C	381,652.69

Anticipated Closed Project Balance	457,335.47
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2013 Proposed & Future CIP Project Amount to be Levied - TABLE B	196,000.00
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TABLE A - CIP PROJECTS LEVIED

	Approved Budget	Current Expenses	2012 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
Twin Lake-expected completion 2006	140,000.00	0.00	0.00	5,724.35	134,275.65
Plymouth Creek Channel Restoration (2010)	965,200.00	0.00	42,393.59	928,569.11	36,630.89
Main Stem Crystal to Regent (2010)	636,100.00	0.00	526.50	259,002.52	377,097.48
Wisc Ave/Duluth Street-Crystal (2011 CR)	580,200.00	0.00	8,248.88	52,162.35	528,037.65
North Branch-Crystal (2011 CR-NB)	834,900.00	2,884.00	3,391.50	45,359.36	789,540.64
Plymouth Pond NB-07(NL-2)	0.00	2,638.50	4,371.22	13,064.59	(13,064.59)
Wirth Lake Outlet Modification (WTH-4)(2012)	180,000.00	0.00	1,049.00	26,278.34	153,721.66
Main Stem Irving Ave to GV Road (2012 CR)	856,000.00	0.00	4,061.45	77,429.42	778,570.58
Schaper Pond Enhancement Feasibility (SL-1)	37,000.00	478.50	1,304.47	40,936.96	(3,936.96)
	4,229,400.00	6,001.00	65,346.61	1,448,527.00	2,780,873.00

TABLE B - PROPOSED & FUTURE CIP PROJECTS TO BE LEVIED

	Approved Budget - To Be Levied	Current Expenses	2012 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
2013					
Lakeview Park Pond (2013)	196,000.00	130.50	130.50	2,244.00	193,756.00
2013 Project Totals	196,000.00	130.50	130.50	2,244.00	193,756.00
Total Proposed & Future CIP Projects to be Levied	196,000.00	130.50	130.50	2,244.00	193,756.00

TABLE C - TAX LEVY REVENUES

	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance to be Collected	BCWMO Levy
2012 Tax Levy	762,010.00		762,010.00	380,357.31	380,357.31	380,357.31	381,652.69	998,000.00
2011 Tax Levy	863,268.83	(2,871.91)	860,396.92	2,689.52	2,689.52	853,636.03	6,760.89	862,400.00
2010 Tax Levy	935,298.91	(4,927.05)	930,371.86	(146.98)	(146.98)	926,857.65	3,514.21	935,000.00
2009 Tax Levy	800,841.30	(8,054.68)	792,786.62	80.93	80.93	792,223.86	562.76	800,000.00
2008 Tax Levy	908,128.08	(4,357.22)	903,770.86	(12.32)	(12.32)	903,533.68	237.18	907,250.00
2007 Tax Levy	190,601.74	(657.93)	189,943.81	(23.06)	(23.06)	189,916.09	27.72	190,000.00
				382,945.40			392,755.45	

OTHER PROJECTS:

	Approved Budget	Current Expenses / (Revenue)	2012 YTD Expenses / (Revenue)	INCEPTION To Date Expenses / (Revenue)	Remaining Budget
TMDL Studies					
TMDL Studies	125,000.00	0.00	0.00	102,756.15	22,243.85
Sweeney TMDL	119,000.00	0.00	0.00	212,222.86	
Less: MPCA Grant Revenue		0.00	0.00	(163,870.64)	70,647.78
TOTAL TMDL Studies	244,000.00	0.00	0.00	151,108.37	92,891.63
Annual Flood Control Projects:					
Flood Control Emergency Maintenance	500,000.00	0.00	0.00	0.00	500,000.00
Flood Control Long-Term Maintenance	548,373.00	0.00	0.00	13,566.33	534,806.67
Sweeney Lake Outlet (2012 FC-1)	250,000.00	0.00	0.00	11,648.15	238,351.85
Annual Water Quality					
Channel Maintenance Fund	225,000.00	0.00	0.00	41,818.10	183,181.90
Total Other Projects	1,767,373.00	0.00	0.00	218,140.95	1,549,232.05

Cash Balance 6/13/12	1,305,978.20
Add:	
MPCA Grant-Sweeney Lk	0.00
Less:	
Current (Expenses)/Revenue	0.00
Ending Cash Balance 07/11/12	1,305,978.20

Bassett Creek Watershed Management Commission 2012 Administrative Calendar

January 2012	February 2012	March 2012	April 2012
MEETING – JANUARY 19 <ul style="list-style-type: none"> January 5 – TAC meeting, 1:30 p.m. January 31 - End of Fiscal Year Direct auditor to prepare audit report Terms end for Crystal, Golden Valley, and Medicine Lake Resolution to appoint official depositories; Discuss CIP projects' admin expenses reimbursement 	MEETING – FEBRUARY 16 <ul style="list-style-type: none"> February 14 – Admin Cmtee meeting; 8:00 a.m. BCWMC Organizational meeting – elect officers; Discuss BCWMC mission and goals; Discuss 2011 Commission – TAC liaisons Assessment payments from member-cities due February 1 	MEETING – MARCH 15 <ul style="list-style-type: none"> March 7 –TAC mtg, 1:30 p.m. March 22 – Plymouth Env. Quality Fair March 29 – BCWMC Special Mtg – Next Generation Plan 	MEETING – APRIL 19 <ul style="list-style-type: none"> April 5 – TAC mtg, 1:30 p.m. April 13-14 – Plymouth Yard/Garden Expo Audit Report to State Auditor
May 2012	June 2012	July 2012	August 2012
MEETING – MAY 17 <ul style="list-style-type: none"> Review Draft Budget; Final Annual Report presented for approval and submitted to BWSR and member cities 	MEETING – JUNE 21 <ul style="list-style-type: none"> Budget must be approved by Commission by July 1 to meet 30-day city review; Budget must be received by member cities by July 1 for 30-day review 	MEETING / PUBLIC MEETING – JULY 19 <ul style="list-style-type: none"> Public meeting on proposed minor plan amendment LMCIT annual invoice; Receive first half of ad valorem tax (early July); 	MEETING – AUGUST 16 <ul style="list-style-type: none"> August 6 – 45-day review period ends for BWSR to act on whether plan amendment is minor or not. August 21 – Minor Plan Amendment on Hennepin Co. Board mtg. agenda
September 2012	October 2012	November 2012	December 2012
MEETING / PUBLIC HEARING–SEPTEMBER 20 <ul style="list-style-type: none"> September 6 – TAC meeting, 1:30 p.m. Public Hearing on NL-2:Four Seasons Mall Water Quality Project Submit maximum levy ad valorem tax request to Hennepin County 	MEETING – OCTOBER 18 <ul style="list-style-type: none"> Prepare letters re: deadline to receive applications for the Channel Maintenance Fund during next year's construction season 	MEETING– WEDNESDAY, NOVEMBER 15	MEETING – DECEMBER 20 <ul style="list-style-type: none"> Prepare resolution to transfer 2012 funds from admin acct. to TMDL, Long-term maint., and channel erosion accounts.

Kennedy & Graven, Chartered

200 South Sixth Street
Suite 470
Minneapolis, MN 55402

(612) 337-9300

June 22, 2012
Statement No. 108600

Bassett Creek Water Management
Commission
Sue Virnig
7800 Golden Valley Road
Golden Valley, MN 55427

Through May 31, 2012

BA295-00001 General

1,262.15

Total Current Billing: 1,262.15

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

May 31, 2012

BA295-00001 General

Through May 31, 2012

For All Legal Services As Follows:

			Hours	Amount
5/3/2012	CLL	Review Met Council lake monitoring contract	0.20	38.20
5/7/2012	CLL	Exchange emails with G. Black regarding Sweeney Lake testing; email to P. Schutrop regarding Golden Valley streambank contract	0.20	38.20
5/8/2012	CLL	Phone call from A. Herbert and email to G. Black and M. Welch regarding committee meeting; exchange emails with E. Edman regarding streambank project agreement	0.65	124.15
5/9/2012	CLL	Email from city and review draft channel maintenance contract	0.15	28.65
5/9/2012	CLL	Review emails regarding Sweeney Lake testing; message to K. Chandler; phone call from K. Chandler	0.85	162.35
5/10/2012	CLL	Phone call to G. Black regarding CAMP sites, agenda, streambank contracts, and open meeting law	0.20	38.20
5/14/2012	CLL	Message to attorney for Amplatz; email to A. Herbert regarding CAMP program	0.15	28.65
5/15/2012	CLL	Review agenda materials	0.40	76.40
5/15/2012	CLL	Prepare revised redline showing changes to policy manual and email same to A. Herbert	0.30	57.30
5/16/2012	CLL	Phone call to attorney for C. Amplatz regarding CAMP program	0.15	28.65
5/17/2012	CLL	Attend commission meeting	3.20	611.20
5/21/2012	CLL	Check draft budget and email to G. Black on 2013 legal budget	0.10	19.10
Total Services:			\$	1,251.05

For All Disbursements As Follows:

5/17/2012	Charles L. LeFevre; Mileage expense	11.10
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Kennedy & Graven, Chartered

200 South Sixth Street
Suite 470
Minneapolis, MN 55402

Bassett Creek Water
Sue Virnig

May 31, 2012

Total Disbursements: \$ 11.10

Total Services and Disbursements: \$ 1,262.15



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

Page # 1
Invoice # 23270051-2012-5
Project # 23/27-0051
Client # 59
July 9, 2012

Invoice of Account with
BARR ENGINEERING COMPANY

For professional services during the period of
June 2, 2012 through June 29, 2012

ENGINEERING

TECHNICAL SERVICES

Calls/emails to or from the Commissioners, recording administrator, watershed communities, developers in the watershed, Minneapolis Park and Recreation Board (MPRB), Three Rivers Park District (TRPD), Mississippi Watershed Management Organization, Minnesota Department of Transportation (Mn/DOT), Hennepin County, Minnesota Board of Water and Soil Resources (BWSR), Metropolitan Council Environmental Services (MCES), Minnesota Pollution Control Agency (MPCA), Corps of Engineers and interested citizens; coordination with recording administrator regarding post-meeting tasks; brief review of New Hope submittal and request for comments on zoning issue (project was located outside Bassett Creek Watershed - no comments necessary); reviewed information from Golden Valley regarding status of Bassett Creek projects; responded to question from Minneapolis staff regarding TMDL for Bassett Creek and application of impairment to Minneapolis tunnel; reviewed Chair Black's draft 2013 budget documents and provided comments to Chair Black; responded to 2013 budget questions from Chair Black; prepared biennial budget request (BBR) and submitted to BWSR, communications with BWSR and Golden Valley staff regarding BBR; telephone conversation with Golden Valley staff regarding CIP budgets; communications with counsel and Golden Valley staff regarding CIP agreements and budgets; phone call and email to Hennepin County Environmental Services regarding maximum levy request; reviewed CIP budget status and contacted deputy treasurer regarding 2012 levy; communications with Plymouth staff regarding project status.

Leonard J. Kremer, Principal Engineer/Scientist	
4.9 hours @ \$160.00 per hour	\$ 784.00
James P. Herbert, Principal Engineer/Scientist	
0.5 hours @ \$145.00 per hour	\$ 72.50
Karen L. Chandler, Engineer/Scientist/Specialist III	
24.7 hours @ \$145.00 per hour	\$ 3,581.50
Gregory J. Wilson, Engineer/Scientist/Specialist III	
0.5 hours @ \$140.00 per hour	\$ 70.00

Jeffrey D. Weiss, Engineer/Scientist/Specialist II
3.0 hours @ \$100.00 per hour\$ 300.00
Technicians/Administrative.....\$ 195.50
Subtotal, Technical Services.....\$ 5,003.50

PRELIMINARY SITE REVIEW/CORRESPONDENCE

Telephone conversations regarding proposed developments; provided watershed hydraulic information, flood profiles and BCWMC development requirements to applicants; telephone call with Foth regarding proposed Golden Valley sanitary interceptor project; provided floodplain elevations and LOMR information to applicant.

James P. Herbert, Principal Engineer/Scientist
2.0 hours @ \$145.00 per hour\$ 290.00
Subtotal, Preliminary Site Review/Correspondence\$ 290.00

MONTHLY MEETING PREPARATION

Reviewed draft BCWMC meeting minutes, agenda and packet materials and discussed comments with recording administrator; communications with chair and recording administrator; internal meetings and coordination with recording administrator regarding agenda, to-do list and meeting packet for June 2012 meeting.

James P. Herbert, Principal Engineer/Scientist
4.8 hours @ \$145.00 per hour\$ 696.00
Karen L. Chandler, Engineer/Scientist/Specialist III
4.0 hours @ \$145.00 per hour\$ 580.00
Subtotal, Monthly Meeting Preparation.....\$ 1,276.00

Subtotal Technical Services\$ 6,569.50

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.

So. Shore Dr Emergency Utility Repair

Prepared email to Met Council and Plymouth staff regarding riprap over exposed sanitary sewer downstream of South Shore Drive and follow-up phone calls.

James P. Herbert, Principal Engineer/Scientist
2.5 hours @ \$145.00 per hour\$ 362.50
Subtotal, So Shore Dr Emergency Utility Repair\$ 362.50

Crossroad Commons

Telephone conversations and emails with applicant and city staff; reviewed grading, drainage and erosion control plans and prepared recommendation to City of Plymouth; reviewed revised grading drainage and erosion control plans and prepared letter of approval to City of Plymouth.

James P. Herbert, Principal Engineer/Scientist	
3.5 hours @ \$145.00 per hour	\$ 507.50
Rita A Weaver, Engineer/Scientist/Specialist II	
3.4 hours @ \$100.00 per hour.....	\$ 340.00
<i>Subtotal, Crossroad Commons</i>	<i>\$ 847.50</i>

10600 Wayzata Blvd Cleanup

Erosion control inspection.

Technicians/Administrative.....	\$ 68.00
<i>Subtotal, 10600 Wayzata Blvd Cleanup.....</i>	<i>\$ 68.00</i>

West Health Addition

Erosion control inspection.

Technicians/Administrative.....	\$ 102.00
<i>Subtotal, West Health Addition.....</i>	<i>\$ 102.00</i>

Cornerstone Auto Resource

Erosion control inspection.

Technicians/Administrative.....	\$ 102.00
<i>Subtotal, Cornerstone Auto Resource</i>	<i>\$ 102.00</i>

Breck School Phase 1 Addition

Erosion control inspection.

Technicians/Administrative.....	\$ 68.00
<i>Subtotal, Breck School Phase 1 Addition.....</i>	<i>\$ 68.00</i>

Kimberly Lane School

Reviewed revised grading, drainage and erosion control plans; prepared letter of approval to City of Plymouth.

James P. Herbert, Principal Engineer/Scientist	
0.3 hours @ \$145.00 per hour	\$ 43.50

Rita A Weaver, Engineer/Scientist/Specialist II
0.6 hours @ \$100.00 per hour.....\$ 60.00
Subtotal, Kimberly Lane School.....\$ 103.50

Sandburg Learning Center Parking Addition

Telephone conversations and emails with applicant and city staff; reviewed grading, drainage and erosion control plans and prepared letter of recommendation to City of Golden Valley.

James P. Herbert, Principal Engineer/Scientist
2.4 hours @ \$145.00 per hour\$ 348.00
Rita A Weaver, Engineer/Scientist/Specialist II
6.7 hours @ \$100.00 per hour.....\$ 670.00
Subtotal, Sandburg Learning Center Parking Addition.....\$ 1,018.00

CP Rail Bridge Replacement MP 2.12

Telephone conversations and emails with applicant and city staff; reviewed bridge replacement plans including grading, drainage and erosion control plans; prepared memorandum to the BCWMC; reviewed hydraulic model and prepared letter of recommendation to City of Golden Valley and DNR.

James P. Herbert, Principal Engineer/Scientist
4.9 hours @ \$145.00 per hour\$ 710.50
Karen L. Chandler, Engineer/Scientist/Specialist III
4.3 hours @ \$145.00 per hour.....\$ 623.50
Rita A Weaver, Engineer/Scientist/Specialist II
7.5 hours @ \$100.00 per hour.....\$ 750.00
Technicians/Administrative.....\$ 22.00
Subtotal, CP Rail Bridge Replacement MP 2.12\$ 2,106.00

Subtotal Plat Review\$ 4,777.50

COMMISSION AND TAC MEETINGS

Attended June 21, 2012 Commission meeting.

Karen L. Chandler, Engineer/Scientist/Specialist III
3.0 hours @ \$145.00 per hour.....\$ 435.00
Subtotal, Commission Meetings.....\$ 435.00

WATER QUALITY MONITORING

Provided information to City of Golden Valley regarding water quality monitoring data; completed Metropolitan Council survey regarding BCWMC stream monitoring and determined UTM coordinates for invertebrate sample locations, as required for MCES survey; coordination regarding biotic index and water quality tasks.

Karen L. Chandler, Engineer/Scientist/Specialist III		
1.6 hours @ \$145.00 per hour	\$	232.00
Margaret R. Rattei, Engineer/Scientist/Specialist II		
1.3 hours @ \$115.00 per hour	\$	149.50
James L. Lind, Engineer/Scientist/Specialist I		
1.0 hours @ \$70.00 per hour	\$	70.00
<i>Subtotal, Water Quality Monitoring</i>	<i>\$</i>	<i>451.50</i>

WATER QUANTITY

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

Technicians/Administrative	\$	629.00
Expenses (Mileage/2WD vehicle)	\$	102.72
<i>Subtotal, Water Quantity</i>	<i>\$</i>	<i>731.72</i>

WATERSHED INSPECTION

Preparation of erosion control letter and distribution to each city.

Technicians/Administrative	\$	731.00
Expenses (Mileage/vehicle rental)	\$	153.83
<i>Subtotal, Watershed Inspection</i>	<i>\$</i>	<i>884.83</i>

TOTAL ENGINEERING.....\$ 13,850.05

SECRETARIAL SERVICES

SECRETARIAL SERVICES EXPENSES

Administrative expenses requested by Amy Herbert including: copies, color copies for meeting packet; postage, CD duplication.

Technicians/Administrative	\$	15.00
Expenses (B&W/color copies/postage)	\$	105.69

TOTAL SECRETARIAL SERVICES EXPENSES\$ 120.69

PLANNING

WATERSHED-WIDE XP-SWMM MODEL

Coordination regarding watershed-wide XP-SWMM model; data collection from Hennepin County, MN/DOT and cities; determined flow paths, bathymetric data, bridge crossing information and cross sections for XP-SWMM model; reviewed watershed divides for old tunnel; debugging XP-SWMM model and relating HEC-1 storage nodes (not on creek) to existing watersheds; adjusted bathymetry to 1988 datum.

Ross S. Mullen, Engineer/Scientist/Specialist I	
73.7 hours @ \$65.00 per hour	\$ 4,790.50
Expenses (Copies).....	\$ 1.50
<i>Subtotal, Watershed-wide XP-SWMM Model.....</i>	<i>\$ 4,792.00</i>

WATERSHED-WIDE P8 WATER QUALITY MODEL

Reviewed Bassett Creek watershed data and pond dead storage data; coordination and P8 model data collection; prepared watershed storage curves, hydrologic inputs and bathymetric data; prepared storage information, compiled inventory of bathymetric data available within Bassett Creek watershed; reviewed historical surface water management plans for additional information; prepared Minneapolis divides; reviewed existing pond survey data; field visit to Rice Lake; digitized watershed flow lines, data consolidation, prepared subdivides and watershed map and compiled waterbody data; performed imperviousness calculations; compiled inventory of bathymetric data and mapped watersheds; coordination with Golden Valley regarding pond information; reviewed land use and impervious data for P8 modeling; reviewed Medicine Lake TMDL P8 models and compare ponds with BCWMC 2000 P8 model; prepared revised watershed map; developed Northwood Lake watershed parameters; P8 watershed calculations.

Timothy J. Anderson, Engineer/Scientist/Specialist III	
16.2 hours @ \$145.00 per hour	\$ 2,349.00
Gregory J. Wilson, Engineer/Scientist/Specialist III	
7.8 hours @ \$140.00 per hour	\$ 1,092.00
Margaret R. Rattei, Engineer/Scientist/Specialist II	
39.9 hours @ \$115.00 per hour	\$ 4,588.50
Eric V. Novotny, Engineer/Scientist/Specialist II	
4.0 hours @ \$95.00 per hour	\$ 380.00
Ross S. Mullen, Engineer/Scientist/Specialist I	
29.6 hours @ \$65.00 per hour	\$ 1,924.00
Technicians/Administrative.....	\$ 8,090.50
Expenses (Digital camera/mileage)	\$ 15.99
<i>Subtotal, Watershed-wide P8 Water Quality Model.....</i>	<i>\$ 18,439.99</i>

NEXT GENERATION PLAN

Coordination regarding Next Generation Plan tasks; reviewed May 21 Steering Committee meeting notes; communications with Commissioner Sicora regarding plan steps and schedule; reviewed Commissioner Sicora's proposed plan steps and schedule and provided comments; prepared memo for Commission meeting summarizing Steering Committee meeting; prepared notification letter; coordination with recording administrator regarding notification letter.

Karen L. Chandler, Engineer/Scientist/Specialist III	
9.1 hours @ \$145.00 per hour	\$ 1,319.50
<i>Subtotal, Next Generation Plan</i>	\$ 1,319.50
TOTAL PLANNING	\$ 24,551.49

ANNUAL REPORT

TOTAL ANNUAL REPORT	\$ 0.00
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WATERSHED OUTLET MONITORING PROGRAM (WOMP)

Coordination and communications with Met Council staff regarding MPRB's WOMP contract termination; prepared cost estimate for operating Bassett WOMP Station; communications with Chair Black regarding costs to operate WOMP station

Karen L. Chandler, Engineer/Scientist/Specialist III	
1.0 hours @ \$145.00 per hour	\$ 145.00
Christopher J. Bonick, Engineer/Scientist/Specialist II	
1.0 hours @ \$105.00 per hour	\$ 105.00
<i>Subtotal, Watershed Outlet Monitoring Program</i>	\$ 250.00
TOTAL WOMP	\$ 250.00

CAPITAL IMPROVEMENT PROJECTS (Funded through tax levy)

LAKEVIEW PARK POND

Communications with Golden Valley staff regarding project levy and project schedule.

Karen L. Chandler, Engineer/Scientist/Specialist III	
0.9 hours @ \$145.00 per hour	\$ 130.50
<i>Subtotal, Lakeview Park Pond</i>	\$ 130.50

NORTH BRANCH (2011CR-NB)

Communication with City staff and its consultant; reviewed North Branch feasibility study; reviewed City of Crystal streambank stabilization plans and prepared letter of recommendation to City of Crystal; revised Biennial Budget Request (BBR) spreadsheet.

James P. Herbert, Principal Engineer/Scientist	
4.0 hours @ \$145.00 per hour	\$ 580.00
Jeffrey D. Weiss, Engineer/Scientist/Specialist II	
8.8 hours @ \$100.00 per hour	\$ 880.00
Amy R. Mikus Engineer/Scientist/Specialist I	
17.8 hours @ \$80.00 per hour	\$ 1,424.00
<i>Subtotal, North Branch (2011CR-NB)</i>	<i>\$ 2,884.00</i>

POND NB-07 (NL-2)

Communication with City staff; reviewed Plymouth's draft feasibility study for NB-07; participated in conference call with City staff; compared subwatershed divides and conveyances with draft feasibility study; responded to modeling requests and questions from the City and its consultant; coordination with City of Plymouth staff regarding project schedule; prepared draft minor plan amendment letter for Commission review; prepared memorandum regarding minor plan amendment and project schedule for Commission meeting; prepared and submitted minor plan amendment to BWSR; call from Met Council staff regarding minor plan amendment; responded to P8 Model/Hennepin County data request from City staff.

Karen L. Chandler, Engineer/Scientist/Specialist III	
9.7 hours @ \$145.00 per hour	\$ 1,406.50
Gregory J. Wilson, Engineer/Scientist/Specialist III	
8.8 hours @ \$140.00 per hour	\$ 1,232.00
<i>Subtotal, Pond NB-07</i>	<i>\$ 2,638.50</i>

SCHAPER POND ENHANCEMENT

Reviewed potential project schedules for Schaper Park Pond project, communications with Golden Valley staff.

Karen L. Chandler, Engineer/Scientist/Specialist III	
3.3 hours @ \$145.00 per hour	\$ 478.50
<i>Subtotal, Schaper Pond Enhancement</i>	<i>\$ 478.50</i>

TOTAL CAPITAL IMP PROJECTS (Tax Levy)\$ 6,131.50

CAPITAL IMPROVEMENT PROJECTS (Funded through Flood Control Project Long-term Maintenance Funds)
--

TOTAL CAPITAL IMPROVEMENT PROJECTS (Maintenance Funds)	\$	0.00
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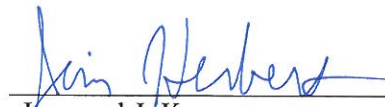
TMDL STUDIES

TOTAL TMDL STUDIES.....	\$	0.00
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SUMMARY TOTALS

Total Engineering.....	\$	13,850.05
Total Secretarial Services Expenses	\$	120.69
Total Planning	\$	24,551.49
Total Annual Report	\$	00.0
Total WOMP	\$	250.00
Total Capital Improvement Projects (Tax Levy)	\$	6,131.50
Total Capital Improvement Projects (Maintenance Funds)	\$	0.00
Total TMDL Studies	\$	0.00
TOTAL PAYABLE	\$	44,903.73

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

Amy Herbert · Virtual Administrator Services

bcra@barr.com · 952-832-2652

July 9, 2012

Bassett Creek Watershed Management Commission (BCWMC)

Attn: Sue Virnig, Deputy Treasurer

7800 Golden Valley Road

Golden Valley, MN 55427

For contracted services June 1, 2012, through June 30, 2012

Administrative Services to BCWMC

- Organized the June 21st BCWMC packet materials for copying; copied and assembled meeting packets, delivered packets to Barr Engineering mail room for weighing, adding postage, and mailing; posted meeting materials online and e-mailed link to the Commission and TAC.
- Maintained BCWMC files; Communicated with BCWMC attorney, engineers, Deputy Treasurer, Chair, commissioners, and committee members.
- Organized BCWMC monthly invoices; Distributed invoice payments.
- Prepared the June meeting minutes; Coordinated Plan Steering Committee and Administrative Services Committee meetings as directed; Provided online survey results to the Administrative Services Committee; Sent the BCWMC's proposed 2013 budget to the Member Cities for comment; Sent the BCWMC's Next Generation Plan notification letter to the plan reviewers.
- Created meeting notices for June meetings.

33.50 hours @ \$57.00 per hour	\$1,909.50
--------------------------------------	------------

BCWMC Meetings

Set up and attended the June 21st BCWMC meeting (coordinated room reservations, ordered/ received catering, coordinated agenda, prepared and provided handouts not in meeting packet; recorded meeting)

4.5 hours @ \$57.00 per hour	\$256.50
------------------------------------	----------

CIP Administrative Services

Prepared public meeting notice, submitted draft to Commission Counsel,
submitted final notice to Lakeshore Weekly News, the Sun newspapers, and
Finance & Commerce for publication.

1.0 hour @ \$57.00 per hour..... \$57.00

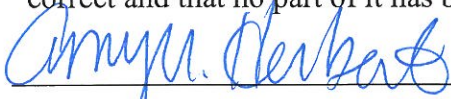
Mileage

Roundtrip mileage between Chanhassen and Golden Valley City Hall for June 21st
BCWMC meeting (17.08 miles x 0.555 = \$9.48).....

\$9.48

Subtotal Administrative Services	\$2,175.48
Subtotal CIP Administrative Services	\$57.00
Total Current Billing:	\$2,232.48

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 #

52792

SHIP TO

Golden Valley City Hall-2nd fl Conf
7800 Golden Valley Road
Site Contact: Judy N 763/593-3991
PO#23270512008300
952/832-2652 FAX: 832-2601

BILL TO

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

P.O. NUMBER	TERMS		DELIVERY DATE	DAY	PPL	DELIVERY TIME
see above	Due on receipt		7/19/2012	Thursday	13	11 AM (10:45-11:15)

QUATY	DESCRIPTION	PRICE EA...	AMOUNT
13	Cold Monthly Special Buffet	11.95	155.35T
1	Vegetarian Asian Wrap with Napa Cabbage, Red Peppers, Scallions, Carrots, Sunflower Seeds with Sweet & Spicy Sauce on the Side	0.00	0.00T
4	Santa Fe Chicken Wrap with Black Beans, Sweet Corn, Shredded Cheese, Lettuce, Salsa and Chipotle Ranch Sauce on the Side	0.00	0.00T
4	Smoked Turkey and Provolone Cheese Wrap	0.00	0.00T
4	Roast Beef Fajita Wrap with Onions, Peppers, Cheddar Cheese and Chipotle Sauce on the Side	0.00	0.00T
13	Dijon Potato Salad	0.00	0.00T
13	Seasonal Fresh Fruit	0.00	0.00T
13	Assorted Bars & Cookies	0.00	0.00T
	No Beverage or Extra Desserts This Month!	0.00	0.00T
	Subtotal		155.35
	Delivery Charge * See Below	20.00	20.00T
	Metro Sales Tax	7.275%	12.76

Thank you for your business.

Total

\$188.11

***Delivery charges do not include any tip or gratuity to the driver. They are used to defer the additional expense of vehicles, insurance, packaging and other items associated with making a delivery. 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)_____



INVOICE #: 40881

LEAGUE OF MN CITIES INSURANCE TRUST (0011)
C/O BERKLEY RISK ADMIN.CO.,LLC
222 SOUTH NINTH STREET
SUITE 1300
MINNEAPOLIS MN 55402-3332
612-766-3000 FAX: 612-766-3281

PREMIUM NOTICE

Invoice Date: 6/28/12
Due Date: 07/28/12

Bill To

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION
200 S SIXTH ST
SUITE #470
MINNEAPOLIS MN 55402-1408

Agent 00796

BEARENCE MANAGEMENT GROUP LLC
2010 CENTRE POINTE BLVD
MENDOTA HEIGHTS MN 55120-1200

Type of Coverage: MUNICIPALITY
Covenant Number CMC 34375
Covered Party: BASSETT CREEK WATERSHED

Coverage Period: 6/27/12 To 6/27/13

Payment Plan Selected: ANNUAL PAY PLAN

<u>DUE DATE</u>	<u>AMOUNT DUE</u>	<u>END.DATE</u>	<u>DESCRIPTION</u>
7/28/12	3,827.00		PREMIUM
Total:	\$3,827.00		

Payment/Adjustment
Applied: \$.00

Total: \$3,827.00

PLEASE RETURN THIS PORTION WITH YOUR CHECK MADE PAYABLE TO:

LEAGUE OF MN CITIES INSURANCE TRUST (0011)
C/O BERKLEY RISK ADMIN.CO.,LLC
P.O. BOX 581517
MINNEAPOLIS MN 55458-1517
612-766-3000 FAX: 612-766-3281

INVOICE #: 40881

Type of Coverage: MUNICIPALITY
Covenant Number: CMC 34375
Coverage Period: 6/27/12 To 6/27/13
Covered Party: BASSETT CREEK WATERSHED

DUE DATE: 07/28/12
UNPAID BALANCE: 3,827.00
AMOUNT DUE: 3,827.00

LMCIT PREMIUM BREAKDOWN

DATE: 06/25/2012

Coverage Period: 06/27/2012 -
06/27/2013

TO: _____

CITY OF: BASSETT CREEK WATERSHED

<u>COVERAGE</u>	<u>AVERAGE RATE</u>	<u>AMOUNT OF COVERAGE</u>	<u>PREMIUM</u>
MOBILE PROPERTY(Per \$100 Coverage):			
MUNICIPAL LIABILITY		<u>SEE ATTACHED</u>	\$ <u>3,750</u>
AUTO LIABILITY & PHYSICAL DAMAGE		<u>*SEE ATTACHED</u>	\$ <u>77</u>
CRIME-INSIDE/OUT/FORGERY	_____	\$ <u>250,000</u>	\$ _____

*These AVERAGE RATES are to be used
for ESTIMATES of PREMIUM ALLOCATION ONLY

TOTAL PREMIUM: \$ 3,827

06/20

PREPARED BY: _____

SCHEDULE of VEHICLES - BASSETT CREEK WATERSHED

COVENANT Number: CMC 34375

COVENANT Period: 06/27/2012 TO 06/27/2013

<u>VEH#</u> HNO	<u>YR</u>	<u>TRADE NM</u>	<u>MODEL</u>	<u>- ID -</u> HIRED/NONOWNED	\$ <u>LIAB</u> 77	\$ <u>PHYD</u>
TOTAL VEHICLES					\$	77 \$
TOTAL AUTO PRM					\$	77

MUNICIPAL LIABILITY - BASSETT CREEK WATERSHED

COVENANT Number: CMC 34375

COVENANT Period: 06/27/2012 TO 06/27/2013

--HAZARD--		PREMIUM BASIS		ADVANCED PREMIUM
OP EXP/TERR 1/POP 2501-10000	\$	121,321	\$	1,084
INDEPENDENT CONTRACTORS-PER \$100	\$	554,725	\$	166
E&O OTHER 5 YEAR PRIOR ACTS 250M TO 1000M EXP	\$	676,046	\$	2,500
SEWER BACK UP-LESS THAN \$MIN DED-NO QUESTIONNAIRE	\$	1	\$	
TOTAL LIABILITY			\$	3,750

MOBILE PROPERTY

- BASSETT CREEK WATERSHED

LOC BLD COV DESCRIPTION

COVERAGE

TOTAL MOBILE PROPERTY

CMC 34375

ENDORSEMENT FORMS SELECTED FOR POLICY

Form

Date Mand

Description of Form

FINANCE and COMMERCE

SDS-12-2619

P.O. Box 86

Minneapolis, MN 55486-2619

Phone: (612) 333-4244

Fax: (612) 333-3243

Bassett Creek Water Management Commission
Attn: Amy Herbert
Barr Engineering Co.
4700 West 77th Street
Minneapolis, MN 554354803

Order Date:

7/5/12

Order Number:

22308828

Customer Number:

31001237

DATE	REF NUMBER	DESCRIPTION	# OF INSERTS	LENGTH/ QUANTITY	AMOUNT
07/05/12	Ord:22308828	Public Meeting RE: Proposed Minor Plan Amendment to the Watershed Management Plan Finance and Commerce Notice Publication Dates: 07/05/2012 07/12/2012 Affidavit - Letter Size 7pt First Insertion: 87.18 Subsequent Insertion(s): 47.68 TOTAL:	2	7.50 2.00	134.87 4.00 138.87

To ensure proper credit to your account, please write your order number on your check. If you have any questions about your account, please contact Accounts Receivable at (612) 584-1521.	Order Date 7/5/12	Order Number 22308828
	Customer Number 31001237	
TERMS - Payments on this order are due on the 10th day of the month following the last publication date.	Total: 138.87	

FINANCE and COMMERCE
SDS-12-2619
P.O. Box 86
Minneapolis, MN 55486-2619

Bassett Creek Water Management Commission
Attn: Amy Herbert
Barr Engineering Co.
4700 West 77th Street
Minneapolis, MN 554354803



CARD NUMBER _____

EXPIRATION DATE ____/____/____

BILL MY ACCOUNT \$ _____

CUSTOMER SIGNATURE _____

BYLAWS

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

ARTICLE I

NAME AND MEMBERSHIP

Section 1. The name of ~~this~~^{the} Commission shall be the "Bassett Creek Watershed Management Commission." The members of ~~this~~^{the} Commission are the following municipalities:

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

ARTICLE II

DEFINITION OF TERMS

Section 1. For the purposes of these bylaws, the terms defined in this ~~section~~^{Article} shall have the meanings given them.

Sec. 2. ~~"Commission"~~["] means the organization created by the Joint and Cooperative Agreement for Bassett Creek, the full name of which is ~~"Bassett Creek Watershed Management Commission."~~["] It shall be a public agency of its members.

Sec. 3. ~~"Board"~~["] means the Board of Commissioners of the Commission, consisting of one Commissioner from each of the governmental units ~~which is a party to this Agreement and which~~^{that is a Member or, in absence of the Commissioner, that Member's Alternate Commission.} ~~The Board~~^{The Board} shall be the governing body of the Commission.

Sec. 4. ~~"Council"~~ means the governing body of a governmental unit ~~which~~that is a member of ~~this~~the Commission.

Sec. 5. ~~"Governmental Unit"~~ means any city, county or town.

Sec. 6. ~~"Member"~~ means a ~~governmental unit which~~Governmental Unit that entered into the Agreement.

Sec. 7. ~~"Agreement"~~ means the ~~"Joint and Cooperative Agreement" adopted~~ entered into by the nine ~~member councils~~ Members, creating and establishing the ~~"Bassett Creek Watershed Management Commission."~~

Sec. 8. ~~"Officers"~~ means those persons designated as officers ~~in~~under Article IV, Section 1 of these bylaws.

ARTICLE III

~~COMMISSION~~BOARD MEMBERS

Section 1. The ~~Commission~~Board shall have nine Commissioners, one from each of the ~~parties to the agreement~~Members.

Sec. 2. The term of office of each ~~member~~Commissioner shall be three years ~~and, ending on February 1, or~~ until his or her successor is selected and qualified, except as provided in Article ~~HHV~~, Section 3 of the Agreement. ~~Terms of office shall terminate on February 1 in accordance with the aforestated article.~~

Sec. 3. If any Commissioner dies, resigns or is removed in accordance with the provisions of Article ~~HHV~~, Subdivision 4 of the ~~"Agreement", his, that~~ Commissioner's office shall be deemed vacant, and a successor shall be appointed for ~~his~~the unexpired term by the ~~council which~~Council that appointed ~~him~~that Commissioner.

Sec. 4. Alternate Commissioners may be appointed to represent a ~~member~~Member. The Alternate ~~must~~Commissioner shall be appointed by the ~~council~~Council and may serve in lieu of the

~~member~~Member's Commissioner if the Commissioner is not present at the meeting. ~~If duly~~
~~appointed, he~~The Alternate Commissioner may participate in all discussions and may vote on all
proposals before the "Board" if the Commissioner is not present.

ARTICLE IV

OFFICERS AND EMPLOYEES

Section 1. The officers of the ~~Commission~~Board shall be the Chair, Vice Chair, Secretary and Treasurer. The offices of the Secretary and Treasurer may be combined and held by the same person. A Recording Secretary and a Deputy Treasurer may be appointed by the ~~Commission~~Board. The Recording Secretary ~~or~~and the Deputy Treasurer need not be a ~~member~~Commissioners.

Sec. 2. The term of office for all officers shall be one year, and they shall be selected and take office at the first business meeting held after February 1.

Sec. 3. The Chair shall be the presiding officer of the ~~Commission~~Board. ~~He or she~~The Chair shall preside at all meetings of the ~~Commission~~Board, but shall have all of the same privileges of discussion, making motions and voting as do other ~~members~~Commissioners.

Sec. 4. The Vice Chair shall, in the absence or disability of the Chair, perform the duties and exercise the powers of the Chair.

Sec. 5. The Treasurer shall have the custody of the funds and securities of the Commission and shall keep full and accurate accounts of receipts and disbursements in books belonging to the Commission and shall deposit all monies and other valuable effects in the name and to the credit of the Commission in such depository as may be designated by the ~~Commission.~~ ~~He or she~~Board. The Treasurer shall disburse the funds of the Commission as ordered by the ~~Commission~~Board on orders signed by the Chair, Vice Chair, Secretary or Treasurer, taking the proper vouchers for such disbursements, and shall render to the ~~Commission~~Board at regular meetings, or as ~~they~~the Board may request, an account of all ~~his~~transactions ~~as Treasurer~~ and of the financial condition of the Commission. ~~He or she~~The Treasurer shall supervise and direct the work of the Deputy Treasurer. No Commission funds shall be disbursed without the signature of at least two Officers of the

~~Commission~~Board, one of whom shall be the Treasurer or ~~his~~the Treasurer's authorized Deputy Treasurer.

Sec. 6. The Secretary shall attend all meetings of the ~~Commission~~Board and shall act as Clerk at such meetings and shall record all votes and the minutes of all proceedings in a minute book kept for that purpose. ~~He or she~~The Secretary shall give notice of all meetings of the ~~Commission~~Board and shall perform such other duties as may be prescribed by the ~~Commission~~.
~~He or she~~Board. The Secretary may assign the aforesated duties to a Recording Secretary if authorized to do so by the ~~Commission~~Board.

Sec. 7. The Deputy Treasurer, if one ~~be~~is appointed, shall assist the Treasurer and shall perform ~~his or her~~the Treasurer's administrative duties during the absence or disability of the Treasurer, but the performance of such duties shall not make ~~him or her a member~~the Deputy Treasurer a Commissioner.

Sec. 8. The officers and employees of the Commission shall give bond as required by the ~~Commission~~Board, and by the Agreement, with corporate sureties satisfactory to the ~~Commission~~Board for the faithful performance of their duties and for restoration to the Commission, in case of death, resignation, retirement or removal from office, of all books, papers, vouchers, money and property of whatever kind coming into their possession or under their control, belonging to the Commission. The premium on any such bond shall be paid out of Commission funds.

Sec. 9. Any person engaged to perform any service or hold any office for the Commission, other than Chair, Vice Chair, Secretary and Treasurer, may be engaged on a full-time, part-time or consulting basis, as determined by the ~~Commission~~Board.

ARTICLE V

MEETINGS

Section 1. Regular monthly meetings of the ~~Commission~~Board shall be held at such locations and at such times as are specified from time to time by resolution of the Board. The Secretary shall cause copies of all such resolutions to be provided promptly to each of the Members and filed in the primary offices of the Commission at Golden Valley City Hall. In the event the ~~Commission~~Board determines to hold a regular meeting at a location or time other than as specified in such resolution, such meeting shall be deemed a special meeting for purposes of giving notice; and notice of such meeting shall be given to all ~~members~~Members in accordance with Article V, Subd. 7 of the Agreement, to all Commissioners and Alternate Commissioners in accordance with this Article, and to the public in accordance with Minnesota Statutes, section ~~471.705~~,13D.04, as amended.

Section 2. For purposes of posting notice of meetings as required by Minnesota Statutes, section ~~471.705~~,13D.04, the community bulletin board at Golden Valley City Hall shall be deemed the principal bulletin board of the Commission.

Sec. 3. Written notice of all meetings of the ~~Commission~~Board shall be sent to all Commissioners, and to duly appointed Alternate Commissioners of all ~~parties~~Members.

Sec. 4. Special meetings of the ~~Commission~~Board may be called by the Chair or any other three Commissioners jointly. The purpose of any special meeting shall be stated in the notice of the meeting.

Sec. 5. Written notice of regular meetings shall be mailed at least four days prior to each meeting and written notice of special meetings shall be mailed at least two days prior to each such meeting.

Sec. 6. At any meeting of the ~~Commission~~Board, five Commissioners or their Alternate Commissioners shall constitute a quorum.

Sec. 7. If the Secretary is absent from the meeting, and if a Recording Secretary has not been selected, the Chair shall appoint a Secretary Pro Tem for each meeting.

Sec. 8. All meetings shall be conducted in accordance with Robert's Rules of Order Revised, except as otherwise provided in the Agreement or these bylaws.

Sec. 9. The ~~Commissioners~~Board may from time to time determine the order of business for ~~Commission~~Board meetings. ~~The usual order of business at such meetings shall be as follows:~~

- ~~_____ A. Call to Order.~~
- ~~_____ B. Roll Call.~~
- ~~_____ C. Minutes of Previous Meeting.~~
- ~~_____ D. Report of Officers.~~
- ~~_____ E. Bills.~~
- ~~_____ F. Consideration of Communications.~~
- ~~_____ G. Old Business.~~
- ~~_____ H. New Business.~~
- ~~_____ I. Adjournment.~~

ARTICLE VI.

POWERS AND DUTIES OF COMMISSION

Section 1. The Commission is created and established by the ~~"Agreement."~~ Its powers and duties shall be those established in said ~~"Agreement."~~

Sec. 2. The Board may exercise all powers necessary and incidental to the implementation of purposes and powers set forth in the ~~"Agreement."~~

Sec. 3. The Board may establish work committees, which committees shall act in advisory capacity to the Board. These committees may ~~contain~~include persons who are not ~~members of the Commission~~Board Members.

ARTICLE VII.

FINANCIAL MATTERS

Section 1. Commission funds may be expended in accordance with procedures established by law for the expenditure of funds for statutory cities. Orders, checks and drafts shall be signed by the Chair, Vice Chair or Secretary and the Treasurer or Deputy Treasurer. All claims shall be paid after audit by the ~~Commission. A roll call vote shall be taken and Commission need not sign or initial claim~~Board. At least two Officers of the Commission shall sign all orders, checks or drafts in accordance with Article IV.

Sec. 2. The fiscal year of the Commission shall be February 1 to ~~February 1~~January 31.

Sec. 3. The ~~Commission~~Board shall cause an annual audit to be made of all its books, reports and records by a certified public accountant.

Sec. 4. ~~A depository~~One or more depositories for Commission funds shall be designated by the ~~Commission~~Board at its annual meeting each year. Prior to such designation the Treasurer may recommend ~~his choice of depository~~one or more depositories. Commission funds shall be deposited and invested in accordance with the laws applicable to cities.

ARTICLE VIII.

AMENDMENTS TO BYLAWS

Section 1. These bylaws may be amended at any regular or special meeting of the ~~Commission~~Board, provided that a seven day prior notice of the proposed amendment has been furnished to each ~~member~~Member.

Sec. 2. A majority vote of Commissioners shall be necessary to adopt any amendment to these bylaws.

Sec. 3. In any instance where these bylaws are in conflict with the "Joint and Cooperative Agreement", the Agreement shall control.

ARTICLE IX
TECHNICAL ADVISORY COMMITTEE

~~See~~Section 1. There is hereby created a Technical Advisory Committee (TAC) of the ~~Commission~~Board.

Sec. 2. The Council of each ~~member city~~Member may appoint a TAC member, and one or more alternate members of the TAC who may act in the absence of the TAC member. The clerk of each Member city shall notify the ~~secretary~~Secretary of the Commission of such appointments. TAC members may be, but need not be, members of the Board. TAC members shall serve at the pleasure of the Council that appoints them and are not required to meet statutory qualifications for board members.

Sec. 3. The TAC is a committee of the ~~Commission~~Board and its meetings shall be subject to the Minnesota Open Meeting Law, Minn. Stat., ~~See~~Ch. 471.705.13D.

Sec. 4. The Board may by resolution delegate to the TAC any duties or responsibilities that may lawfully be so delegated.

Sec. 5. Notice of all regular and special meetings of the ~~Commission~~Board shall be given to all TAC members, and copies of all correspondence, agenda materials and other written materials provided to members of the ~~Commission~~Board shall also be provided to TAC members.

Sec. 6. TAC members may attend and participate in all meetings of the ~~Commission~~Board. TAC members shall not have the authority to make motions or vote on matters before the ~~Commission~~Board but shall otherwise have the rights of a ~~commission member~~Commissioner to question, discuss, debate and comment on any matter before the ~~commission~~Board.

Adopted this 15th day of November, 1984.

Chair

Attest:

Secretary

Article V, Secs. 1 and 2 amended by Res. 96-2, adopted August 15, 1996.

Article V, Secs. 1 and 2 and Article IV, Sec. 2 amended by Res. 97-6 adopted April 17, 1997.

Article IX added by Res. ____, adopted July 19, 2001.

Document comparison by Workshare Professional on Wednesday, June 20, 2012 8:49:38 AM

Input:	
Document 1 ID	PowerDocs://DOCSOPEN/110160/1
Description	DOCSOPEN-#110160-v1-BASSETT_CREEK_BYLAWS_9/13
Document 2 ID	PowerDocs://DOCSOPEN/110160/2
Description	DOCSOPEN-#110160-v2-BASSETT_CREEK_BYLAWS_9/13
Rendering set	Standard

Legend:	
Insertion	
Deletion	
Moved from	
<u>Moved to</u>	
Style change	
Format change	
Moved deletion	
Inserted cell	
Deleted cell	
Moved cell	
Split/Merged cell	
Padding cell	

Statistics:	
	Count
Insertions	109
Deletions	130
Moved from	0
Moved to	0
Style change	0
Format changed	0
Total changes	239

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 6A – Public Meeting, Minor Plan Amendment, Project NL-2
BCWMC July 19, 2012 Meeting Agenda
Date: July 12, 2012
Project: 23/27-0051 2012 623

6A. Public Meeting, Minor Plan Amendment, Project NL-2

Recommendations:

1. Hold public meeting regarding minor plan amendment for Project NL-2

Background

At their June 21, 2012 meeting, the Commission approved the submittal of a minor plan amendment to BWSR for project NL-2, Four Seasons Mall Water Quality Project, in Plymouth. The goal of this project is to reduce phosphorus loadings to Northwood Lake (an impaired water) by 73 pounds/year. This project was originally identified and recommended in the Commission's 1996 *Northwood Lake Watershed and Lake Management Plan*. At that time, the project was envisioned to be a dredging project to create a water quality treatment pond in the location of an existing wetland. Table 12-2 (the capital improvement program) in the BCWMC's *Watershed Management Plan* (Plan) includes this project.

The BCWMC reviewed the draft feasibility study for the project (Four Seasons Mall Water Quality Improvement Feasibility Report (DRAFT)) at their June 21, 2012 Commission meeting. The study concluded that it was not feasible to convert pond NB-07 (a wetland) to a stormwater pond. The feasibility study included two scenarios; the Commission selected Scenario 1 as their preferred alternative. Under Scenario 1, two new water quality treatment ponds would be constructed, along with restoration of an eroding stream channel. One of the ponds would be located on the Four Seasons Mall site. The other pond would be located southwest of the mall site, near the intersection of 40th Ave. N. and Pilgrim Lane. The combination of ponding and stream restoration would reduce phosphorus loadings by an estimated 85 – 108 pounds/year. The lower amount of phosphorus reduction would be expected if the pond on the Four Seasons Mall property cannot yet be constructed.

This project is on the BCWMC CIP for 2013 with an estimated cost of \$990,000.

On June 22, 2012, staff submitted the minor plan amendment request to the Minnesota Board of Water and Soil Resources (BWSR). BWSR staff subsequently contacted BCWMC staff to request the addition of some project information to the revised CIP table (Table 12-2). BWSR staff also requested that the

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 6A – Public Meeting, Minor Plan Amendment, Project NL-2
Date: July 12, 2012
Page: 2

name of the proposed project (currently called “Dredge Pond NB-07”) be changed to a name that better reflects the nature of the project. Attached is the revised Table 12-2 that BCWMC staff submitted to BWSR and the other reviewers for their information. The highlighted rows in Table 12-2 show the changes. Note that the project name is now “Four Seasons Mall Area Water Quality Project.”

Minor Plan Amendment and Project Schedule

The following proposed schedule is based on 1) the recently revised statute regarding the plan review and approval process, and 2) the Commission’s process for ordering CIP projects and certifying the tax levy. Steps completed are noted.

Schedule	Task
June 21, 2012 Commission meeting	At regular meeting, the BCWMC [completed] : <ul style="list-style-type: none"> Hears presentation of draft feasibility study and provides direction regarding preferred scenario for project. Authorizes staff to provide maximum levy amount to Hennepin County Environmental Services staff. Directs staff to submit minor plan amendment Directs staff to provide notices for July 19 public meeting on minor plan amendment
June 22, 2012	<ul style="list-style-type: none"> Submit minor plan amendment [completed] Provide maximum levy amount to Hennepin County Environmental Services staff [completed]
July 19, 2012 BCWMC meeting:	At regular meeting, the BCWMC: <ul style="list-style-type: none"> Holds a public meeting regarding the minor plan amendment (two public notices required: 14 days and 7 days prior to meeting) Hears presentation of final feasibility study (if there are revisions) Directs staff to provide notice for September 20 public hearing to order project. Directs staff to prepare cooperative agreement for project.
August 6, 2012	45-day review period ends for BWSR to act on whether plan amendment is minor or not.
August 21, 2012	Hennepin County Board meeting: <ul style="list-style-type: none"> Anticipated County Board “approval” of minor plan amendment (project NL-2) County Board sets maximum levy for project
September 20, 2012 Commission meeting	At regular meeting, the BCWMC: <ul style="list-style-type: none"> Adopts minor plan amendment Holds public hearing to order project (45–day notice required per JPA) Orders project (resolution) Certifies levy to Hennepin County Approves cooperative agreement for project.

Karen Chandler

From: Karen Chandler
Sent: Thursday, July 12, 2012 11:46 AM
To: 'Wozney, Brad (BWSR)'; Persons, Art (MDH); Johnson, David L (MPCA); Proulx, Nick A (DNR); Tiedeken, Nicklas (DOT); Judy Sventek (judy.sventek@metc.state.mn.us); Sip, Rob (MDA)
Cc: Joel C. Settles (joel.settles@co.hennepin.mn.us); Ginny Black (ginny.black@q.com); Charlie LeFevre; Bassett Creek Recording Administrator; Haertel, Jim (BWSR)
Subject: RE: Submission of Proposed Minor Plan Amendment to BWSR by the BCWMC
Attachments: CIP TABLE 12 -2_ July 11 2012.pdf

Hello,

Attached is the revised Table 12-2 referenced in Brad Wozney's email below. The highlighted rows show the changes to the table in underline/strikeout text.

Thank you.

Karen

Karen Chandler, PE

Senior Water Resources Engineer
Minneapolis office: 952.832.2813
kchandler@barr.com
www.barr.com

resourceful. naturally.



From: Wozney, Brad (BWSR) [mailto:brad.wozney@state.mn.us]
Sent: Thursday, July 12, 2012 11:38 AM
To: Persons, Art (MDH); Johnson, David L (MPCA); Proulx, Nick A (DNR); Tiedeken, Nicklas (DOT); Judy Sventek (judy.sventek@metc.state.mn.us); Sip, Rob (MDA)
Cc: Joel C. Settles (joel.settles@co.hennepin.mn.us); Ginny Black (ginny.black@q.com); Charlie LeFevre; Bassett Creek Recording Administrator; Haertel, Jim (BWSR); Karen Chandler
Subject: RE: Submission of Proposed Minor Plan Amendment to BWSR by the BCWMC

BWSR received a request for minor plan amendment on June 22. With concurrence from Hennepin County Department of Environmental Services staff, BWSR has agreed that the requested amendment can proceed through the minor amendment process. Therefore the 45-day comment period ends on **August 6, 2012**.

Please note: Bassett Creek WMO will soon forward a revised Table 12-2 document to reflect the project description contained in the amendment cover letter and a change to the project title.

Feel free to contact me with questions regarding the minor amendment or the comment deadline.

Thank you,

Brad Wozney

Board Conservationist
BWSR
520 Lafayette Road North
St. Paul, MN 55155

brad.wozney@state.mn.us
office (651) 296-6068

From: Karen Chandler [KChandler@barr.com]

Sent: Friday, June 22, 2012 12:43 PM

To: Wozney, Brad (BWSR)

Cc: Johnson, David L (MPCA); Proulx, Nick A (DNR); Joel C. Settles (joel.settles@co.hennepin.mn.us); Judy Sventek (judy.sventek@metc.state.mn.us); Persons, Art (MDH); Sip, Rob (MDA); stacey.lijewski@co.hennepin.mn.us; Tiedeken, Nicklas (DOT); 'Deb Pilger'; Dan Johnson (danjohnson57@hotmail.com); Tom Mathisen (tom.mathisen@crystallmn.gov); Stacy Hoschka (Harwell.hoschka@gmail.com); Dave Hanson; Jeannine Clancy (jclancy@goldenvalleymn.gov); Jeff Oliver (JOliver@goldenvalleymn.gov); Eric Eckman (EEckman@goldenvalleymn.gov); Ted Hoshal (dthoshal@luma-gard.com); Michael Welch (mjewelch@gmail.com); Lisa Goddard; Lois Eberhart (Lois.Eberhart@minneapolismn.gov); Jacob Millner (jbmiller@gmail.com); Tony Wagner (twagner@eminnetonka.com); Lee Gustafson (lgustafson@eminnetonka.com); Liz Stout; John Elder (jelder@ci.new-hope.mn.us); Guy Johnson (gjohnson@ci.new-hope.mn.us); Christopher Long (christopher.long@stantec.com); Ginny Black (ginny.black@q.com); 'Judy Johnson'; Derek Asche (DAsche@plymouthmn.gov); Wayne Sicora (wayne.sicora@gmail.com); Richard McCoy (rmccoy@ci.robbednsdale.mn.us); Jim deLambert (jimd@liesch.com); 'Justin Riss'; Laura Adler (ladler@stlouispark.org); Jim Vaughan; Charlie LeFevre; Len Kremer; Jim Herbert; chrissy.serres@crystallmn.gov; Virnig, Sue; nancy.pauly@gmail.com; casey.carl@ci.minneapolis.mn.us; dmaeda@eminnetonka.com; 'Valerie Leone'; sengdahl@ci.plymouth.mn.us; tmarshall@ci.robbednsdale.mn.us; nstroth@stlouispark.org; Bassett Creek Recording Administrator

Subject: Submission of Proposed Minor Plan Amendment to BWSR by the BCWMC

Dear Mr. Wozney,

The Bassett Creek Watershed Management Commission (BCWMC) respectfully submits the attached proposed minor plan amendment to its September 2004 *Watershed Management Plan*.

Please contact me if you have any questions.

Thank you,

Karen Chandler

Karen Chandler, PE

Senior Water Resources Engineer
Barr Engineering Co.
4700 West 77th Street
Minneapolis, MN 55435

office: 952.832.2813
toll-free: 800.632.2277
fax: 952.832.2601

kchandler@barr.com
www.barr.com

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Adding Quality to Life

July 11, 2012

Ms. Ginny Black, Chair
Bassett Creek Watershed Management Commission
c/o Barr Engineering Company
4700 West 77th Street
Minneapolis, MN 55435-4803

SUBJECT: FINAL FEASIBILITY STUDY
FOUR SEASONS MALL AREA WATER QUALITY IMPROVEMENT PROJECT
CITY PROJECT NO. 11022

Dear Chair Black:

On March 15, 2012 the Bassett Creek Watershed Management Commission (Commission) approved a cooperative agreement to complete a feasibility study for the Four Seasons Mall/NB07/NL-2 project. The Commission's Capital Improvement Program (CIP) includes \$943,000 in 2013 for dredging Pond NB-07 within the Northwood Lake Sub-watershed to reduce phosphorus loading to Northwood Lake by 14%. This project is also in the City of Plymouth CIP from 2012-2014 with design anticipated in 2012-2013 and construction identified for the winter of 2013-2014.

On June 21st, 2012 the Commission reviewed the draft Four Seasons Mall Water Quality Improvement Feasibility Report and was supportive of the water quality ponding and stream restoration option. Additionally, the Commission approved a maximum levy for this project of \$990,000. The attached and final Four Seasons Mall Water Quality Improvement Feasibility Report documents the review of several water quality improvement options and provides cost estimates for the water quality ponding, channel restoration, and alum treatment. If there were to be no cooperative partner on the Four Seasons Mall site, the water quality ponding and stream restoration option could be modified by removing ponding on the Four Seasons Mall property and will still meet the Commission's goals (Table 1).

Table 1. Scenario removal and cost estimate.

Scenario	Total TP removed (lb/yr)	Estimated Cost
1- Ponding & Stream Restoration	105	\$939,831.00
1a- Without Four Seasons Pond	84	\$651,718.68
2- Alum Injection	89	\$1,205,825.76



The City of Plymouth is requesting the Commission make a motion approving the feasibility study and the water quality/stream restoration option.

Thank you for your consideration on this project. Please feel free to contact me directly if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Derek Asche". The signature is fluid and cursive, with the first name "Derek" and last name "Asche" clearly distinguishable.

Derek Asche
Water Resources Manager

enc: Final Four Seasons Mall Water Quality Improvement Feasibility Report

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 6C – Sweeney Lake Boathouse Replacement – Golden Valley
BCWMC July 19, 2012 Meeting Agenda
Date: July 11, 2012
Project: 23270051 2012 240

6C. Sweeney Lake Boathouse Replacement: Golden Valley

Summary

Proposed Work: Demolition and Reconstruction of Boathouse

Basis for Review at Commission Meeting: Work in Floodplain

Change in Impervious Surface: None

Recommendation: Approval

General Background & Comments

A request was received to review replacement of an existing boathouse on Sweeney Lake. Review of the above-referenced project at a Commission meeting is required due to work in the floodplain. The project includes demolition of the existing structure and construction of a new boathouse, along with plantings along the shoreline for aesthetics and upkeep of the existing shoreline. The project will involve grading approximately 230 square feet of the boathouse footprint, and there will be no increase in impervious surface as a result of this project. The project includes installation of a green roof on the new boathouse to provide stormwater treatment.

Floodplain

The 100-year floodplain of Sweeney Lake is 831.5 feet, and the ordinary high water level of Sweeney Lake is 827.7 ft. The boathouse floor is located at approximately Elevation 829. The BCWMC requirements state that permanent structures must be placed two feet above the floodplain elevation. Although the boathouse is a permanent structure, it will be used for storage purposes only and will not be used as living space. Also, the structure will be flood proofed to two feet above the floodplain elevation, per the City of Golden Valley's zoning requirements.

The project will result in no additional fill in the floodplain.

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 6C – Sweeney Lake Boathouse Replacement: Golden Valley
Date: July 11, 2012
Page: 2
Project: 23270051 2012 240

Wetlands

The City of Golden Valley is the Local Government Unit (LGU) responsible for review of the project for conformance to the MN Wetland Conservation Act (WCA). There are no wetlands located within the project area.

Stormwater Management

The eastern portion of the lot, which includes the boathouse, drains entirely to Sweeney Lake. The proposed project will not change stormwater drainage.

Water Quality Management

Under existing conditions, the boathouse roof is impervious and drains directly into Sweeney Lake untreated. Under proposed conditions, the boathouse roof will be a green/vegetated roof which will provide some water quality treatment before runoff enters the lake.

Erosion and Sediment Control

Erosion control features include installation of erosion control fabric, coir fabric wattles, and plantings along the shoreline to reduce erosion potential.

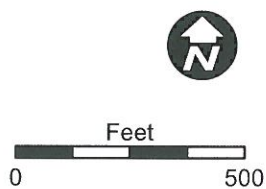
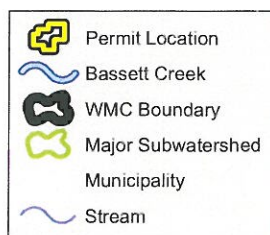
Recommendation

Approval.

Barr Footer: ArcGIS 10.0, 2012-07-09 14:58 File: I:\Client\BassettCreek\GIS\maps\Permits\Maps-2012\Detail\Permit 2012-16.mxd User: PAR2



Imagery Source: Bing Maps for ArcGIS (2010)



LOCATION MAP
APPLICATION 2012-16
Sweeney Lake Boathouse Replacement
Golden Valley, MN

Bassett Creek Recording Administrator

From: Ginny Black [ginny.black@q.com]
Sent: Thursday, July 05, 2012 3:46 PM
To: Bassett Creek Recording Administrator; Karen Chandler
Cc: Derek Asche
Subject: Fwd: BWSR FY2013 Clean Water Fund Community Partners Grants

Amy, please get this out to the commission.

Karen, should this be an agenda item?

g

From: "David Weirens (BWSR)" <david.weirens@state.mn.us>
To: "David Weirens (BWSR)" <david.weirens@state.mn.us>
Cc: "Annalee Garletz" <Garletz@mncounties.org>, "LeAnn Buck" <leann.buck@maswcd.org>, "Ray Bohn" <raybohnmg@aol.com>, "Craig Johnson" <cjohnson@lmc.org>
Sent: Thursday, July 5, 2012 10:40:36 AM
Subject: BWSR FY2013 Clean Water Fund Community Partners Grants

This email was sent to the following BWSR contact lists:

- Local Water Managers
- Soil and Water Conservation District Main Contacts
- Watershed District Main Contacts
- Watershed Management Organization Main Contacts
- Biennial Budget Request GovDelivery List

Dear Local Government Partners:

The FY2012 Clean Water Fund grant program contained \$1,425,000 in a new funding category: "Community Partners Conservation Program". These funds were intended to provide access to Clean Water Funds for non-profits and community groups to implement projects. The funds were primarily to be used by the local government to implement and manage a sub-grant program for community partners within its jurisdiction. Implementation activities were limited to structural and vegetative practices to reduce stormwater runoff and retain water on the land to reduce the movement of sediment, nutrients and pollutants. At the end of the application period, the amount of available funds exceeded the amount of eligible requests.

The Community Partners Conservation Program will be available in the FY2013 Clean Water Fund grant program as well. It is important for citizen groups and other non-governmental organizations to understand that they can access Clean Water Funds for projects to protect and restore resources important to them. BWSR requests your help in encouraging those groups to become involved with implementing Clean Water Fund projects in your communities.

The application period for the 2013 Clean Water Fund will open August 1st and run through September 14. In order to increase the visibility of the Community Partner Conservation Program, BWSR will arrange the following:

- On a regional and statewide level, BWSR will provide information about the Community Partners conservation program to coordinating organizations and Initiative Foundations to distribute to their members.
- BWSR will also provide you draft announcements that you can use to promote the availability of those funds.
- In addition, there will be a BWSR webinar on July 17th focused on the Community Partner Conservation Program.
<http://www.bwsr.state.mn.us/training/index.html>



This webinar will be in addition to the training and information provided for the FY2013 Clean Water Fund application.

Increasing the visibility of the Community Partner Conservation Program, will help to identify new potential partners and increase knowledge about the key role that local governments play in the availability of Clean Water Funds.

Dave Weirens
Land and Water Section Manager
Minnesota Board of Water and Soil Resources

david.weirens@state.mn.us
651-297-3432 (phone)
763-229-4308 (cell)



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 7A – Order Cooperative Agreements and Public Hearing for 2013 CIP Projects
BCWMC July 19, 2012 Meeting Agenda
Date: July 11, 2012
Project: 23/27-0051 2012 623 & 606

7A. Order Cooperative Agreements and Public Hearing for 2013 CIP Projects

Recommendations:

1. Direct staff to prepare cooperative agreements for the 2013 CIP projects.
2. Authorize Commission staff to provide public notice for September 20 public hearing to order the 2013 CIP projects.

Background

The BCWMC's CIP for 2013 includes the following two projects:

1. Project NL-2: Four Seasons Mall Area Water Quality Project, located in Plymouth and in the Northwood Lake watershed. Project cost: \$990,000 (based on the draft feasibility study results heard at the June 21 Commission meeting).
2. Project ML-8: Lakeview Park Pond Project, located in Golden Valley and in the Medicine Lake watershed. Project cost: \$196,000 (based on June 2011 update to 2004 feasibility study).

The June 21, 2012 meeting packet included a memo (item 6A) regarding the minor plan amendment for Project NL-2. The memo included a schedule for the minor plan amendment and for the project itself. That schedule recommended that at their July 19 meeting, the Commission direct staff to prepare a cooperative agreement for the project. A cooperative agreement is also needed for the Lakeview Park Pond Project, as it is also scheduled for 2013. The Lakeview Park Pond Project was included in the 2011 major plan amendment, along with the Wirth Lake outlet modification and the Main Stem channel restoration project (Irving Ave to Golden Valley Rd).

Thinking ahead to the September 20, 2012 meeting, the Commission will need to:

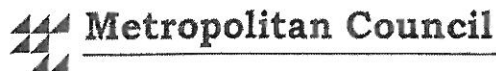
- Adopt minor plan amendment for Project NL-2
- Hold public hearing to order both of the projects (45-day notice required per Commission joint powers agreement)
- Order the projects (resolution)
- Certify levy to Hennepin County
- Approve cooperative agreements for the projects

Table 12-2 Water Quality Management and Flood Control 10-Year Capital Improvements Program

	Water Quality Improvement	Capital Cost ¹		Year								
		A (Actual Project (Cost)	E (Estimated Project Cost)	2010	2011	2012	2013	2014	2015	2016	2017	2018
Medicine Lake												
ML-1 ²	Construct wet detention pond for subwatershed BC94B1 (Option 8 in Medicine Lake Plan)		\$0									
ML-2 ³	Reduce Goose Loadings by 75% (Option 17 in Medicine Lake Plan)											
ML-3, ML-4 ⁴	Reroute flows from subwatershed BC94 to a larger wet detention pond for BC92 (Option 9a in Medicine Lake Plan) & dredging of accumulated sediment Medicine Lake East Beach wet detention pond for subwatershed BC107 (Option 11 in Medicine Lake Plan) & dredging of accumulated sediment	A	\$893,000									
ML-5 ⁵	Construct wet detention pond for subwatersheds BC98, BC98A and BC98B (Option 10a in Medicine Lake Plan) & dredging of accumulated sediment		\$0									
ML-6	Construct wet detention pond for subwatershed BC94B2 (Option 6 in Medicine Lake Plan)	E	\$14,000									\$14,000
ML-7 ⁶	In-Lake Herbicide Treatment (Option 18 in Medicine Lake Plan)	A	\$132,000									
ML-8	Lakeview Park Pond						\$196,000					
ML-11 ¹⁵	Medicine Lake Park Pond	E	\$1,100,000									
Plymouth Creek												
PC-1 ¹⁹	26th Avenue to Medicine Lake	E	\$965,000	\$902,462								
PC-2 ¹⁹	26th Avenue to 37th Avenue	E	\$559,000							\$105,000	\$454,000	
Parkers Lake												
PL-6 ¹⁴	Improvements to stormwater basin in PL-A13 near Circle Park (from the City of Plymouth's <i>Parkers Lake Implementation Plan</i>)	E	\$73,000									
Wirth Lake												
WTH-1 ⁷	Dredging subwatershed FR-5 detention pond (Option 2 in Wirth Lake Plan)	A	\$69,000									
WTH-2 ⁸	Highway 55 detention pond (option 3 in Wirth Lake Plan)	E	\$215,000									
WTH-3 ⁸	In-lake alum treatment (Option 1 in Wirth Lake Plan)	E	\$59,000									
WTH-4	Modify outlet to prevent back-flow (Wirth Lake TMDL Implementation Plan)		\$180,000			\$180,000						
Sweeney Lake												
Twin Lake												
TW-1 ⁹	Pond expansion (Option 1 in Twin Lake Plan)	E	182,000									
Westwood Lake												
WST-1 ¹⁰	Flag Avenue detention/ skimming facility (Option 1 in Westwood Lake Plan)	A	\$174,000									
Bassett Creek Park Pond												
	None-see Table 2 Potential future water quality projects											
Northwood Lake												
NL-1 ¹¹	Construct ponds NB-35A, B, C and NB-29A, B (Option 4 in Northwood Lake Plan)	E	\$595,000							\$595,000		
NL-2 ²²	<u>Four Seasons Mall Area Water Quality Project -Dredge pond NB-07 (Option 2 in Northwood Lake Plan)-</u>	E	\$990,000				\$990,000					
NL-3	Divert Lancaster Lane storm sewer (Option 3 in Northwood Lake Plan)	E	\$59,000									\$59,000
NL-4 ¹²	Construct ponds NB-36A, NB-37A, NB-38A and NB-28A, B (Option 5 in Northwood Lake Plan)	A	\$153,000									
NL-7 ¹⁶	Construct pond adjacent to creek	E	\$139,000									
Bassett Creek Main Stem												
BC-1 ¹³	Pond BC 10-3 (Option 4 in Bassett Creek Main Stem Plan)		\$0									
Crystal Boundary to Regent Ave ²⁰	Channel restoration	E	\$636,000	\$34,800	\$601,200							
Wisconsin Ave to Crystal Boundary	Channel restoration	E	\$580,000		\$290,000	\$290,000						
BC3, BC5, BC7		E	1,300,000					\$15,800	\$984,200	\$300,000		
BC2, BC4, BC8		E	1,000,000				\$15,800	\$984,200				
Irving Avenue to Golden Valley Road	Channel restoration	E	\$856,000			\$856,000						
Sweeney Lake Branch												
Courtlawn Pond to Turners Crossing ¹⁷	Channel restoration	A	\$386,000									
North Branch												
36th Ave to Bassett Creek Park ²¹	Channel restoration	E	\$835,000		\$600,000	\$235,000						
Grimes, North, & South Rice Ponds												
GR-2	Grimes Pond wet detention pond (Option 4 in Rice and Grimes Ponds Plan)	E	\$104,000									\$104,000
Crane Lake												
CL-1	Ramada Inn detention/ skimming facility (Option 1 in Crane Lake Plan)	E	\$116,000									
CL-2 ¹⁸	Joy Lane Wet Detention Pond (Alt. #2)		\$0									
Turtle Lake												
	None Proposed											
Lost Lake												
	None Proposed											
		Capital Cost		2010	2011	2012	2013	2014	2015	2016	2017	2018
	ANNUAL ESTIMATED COST			\$937,262	\$1,491,200	\$1,561,000	\$1,201,800	\$1,000,000	\$984,200	\$1,000,000	\$454,000	\$177,000

Notes:

1. Capital Cost does not include land acquisition costs, but does include legal, administration, and 25% additional for contingencies.
2. Constructed by City.
3. Periodically completed by City.
4. This project includes dredging of accumulated sediment and was completed in 2006.
5. Mn/DOT sound wall construction in New Hope will require relocation and resizing of storm sewer in this watershed.
6. Treatment completed by the City of Plymouth in 2005, 2006, and 2008.
7. Completed in 2006.
8. Project authorized in 2006. Issues regarding participation by Mn/DOT and future maintenance have delayed construction, no current schedule.
9. Project authorized in 2006. Issues regarding site contamination and right-of-way have delayed construction, no current schedule.
10. Project completed in 2006.
11. The City of New Hope constructed NB-35A, B, C but not to the same degree as proposed in the lake and watershed management plan. NB-29 A and B have not been constructed. These improvements will need to be re-evaluated as part of the feasibility study. Costs shown are for NB-29A and B only. Costs will be added to the CIP to upgrade these ponds if the feasibility study indicates that they should be upgraded.
12. The City of New Hope constructed NB-28A and B. NB-36A, NB-37A and NB-38A were completed in 2006.
13. This project was completed as part of the Boone Ave and Brookview Golf Course improvement projects in 2004.
14. Project approved for construction in 2006, to be completed as part of street repaving project.
15. Minor Plan Amendment approved April 2007. Project to be completed in 2010.
16. Minor Plan Amendment approved September 2007. Project completed in 2009.
17. Minor Plan Amendment approved August 2007. Project completed in 2008.
18. Not feasible per city of Minnetonka in 2008.
19. Minor Plan Amendment approved June 2009. Project PC-1 to be completed in 2011.
20. Minor Plan Amendment approved June 2009.
21. Project construction proposed to start in 2011 using CIP reserve funds.
22. The Four Seasons Mall Area Water Quality Project includes construction of two new water quality treatment ponds and restoration of an eroding stream channel. One of the ponds will be located on the Four Seasons Mall site; the other pond will be located southwest of the mall site, near the intersection of 40th Ave. N. and Pilgrim Lane. The original proposed project (from the 1996 *Northwood Lake Watershed and Lake Management Plan*) was to dredge and enlarge pond NB-07 to provide additional treatment of stormwater runoff. The 2012 feasibility study for the Four Seasons Mall Area Water Quality Project concluded that it was not feasible to convert pond NB-07 (a wetland) to a stormwater pond. The feasibility study also included two scenarios as alternatives to the proposed dredging. The Commission selected Scenario 1 as their preferred alternative.

**Metropolitan Council***Environmental Services*

July 10, 2012

Bassett Creek Watershed Management Commission
Karen Chandler
Barr Engineering Company
4700 West 77th St.
Edina, MN 55435

RE: Watershed Management Plan Update for Bassett Creek Watershed Management Commission

Dear Ms. Chandler:

I am providing information as requested for the preparation of the Commission's Watershed Management Plan Update.

The direction and policy that follows comes from the Council's *2030 Regional Development Framework* and the *2030 Water Resources Management Policy Plan* both of which can be found on the Council's web page at www.metrocouncil.org. The updated watershed management plan should include policies related to the protection of area water resources with the end goal in mind of no adverse impact on the quality of water so that the water quality leaving the metropolitan area is as good as the quality of water entering the area.

The plan needs to include quantifiable and measurable goals and policies that address water quantity, water quality, recreation, fish and wildlife, enhancement of public participation, groundwater, wetlands, and erosion issues.

Council staff will be looking for the plan to address the issues and problems in the watershed and to include projects or actions and funding to address the issues and problems. At a minimum the watershed should address:

1. Any problems with lake and stream water quality and quantity including information on impaired waters in the watershed and the Commission's role in addressing the impairments,
2. Flooding issues in the watershed,
3. Storm water rate control issues in the watershed,
4. Impacts of water management on the recreation opportunities,
5. Impact of soil erosion problems on water quantity and quality, and,
6. The general impact of land use practices on water quantity and quality.

Finally, the plan needs to include policies and strategies related to monitoring of area water resources and the use of best management practices, a list of the requirements for local surface water management plans, erosion and sediment control standards and requirements, and volume reduction goals more stringent than or at least as restrictive as requirements in the NPDES construction general permit.

The Council has information on several lakes (Crane, Hidden, Lost, Medicine, Northwood, Parkers, South Rice, Sweeny, Twin, Westbrook, and Windsor) and information on Bassett Creek (data covers 2000-2012) in your watershed in our Environmental Information Management System (EIMS) database which can be accessed on line at www.metrocouncil.org. If you have trouble downloading the data from EIMS, please contact me and I will have someone pull the information you need.

Also on our web page you can find 2010 land use information for all of the communities in the watersheds.

Please feel free to me call at 651-602-1156 with questions about my comments or for any assistance during the plan preparation.

Sincerely,

A handwritten signature in black ink, appearing to read "Judy Sventek". The signature is fluid and cursive, with the first name "Judy" written in a larger, more prominent script than the last name "Sventek".

Judy Sventek
Manager, Water Resources Assessment Section

Plan Steering Committee Meeting Agenda
July 23, 2012

1. Finalize Gant Chart
2. Finalize Plan Steps and Schedule
3. Form Recommendation to Commission for Public Process
4. Set Agenda for August 20th Plan Steering Committee Meeting

Next Generation Watershed Management Plan – Proposed Plan Steps and Schedule

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

Plan Steps and Commission Actions	
1	Establish Steering Committee
2	<p>Notify plan stakeholders</p> <ul style="list-style-type: none"> Notify plan stakeholders of plan initiation and request information – New and current 8410 requirement. Current 8410 rules require that the WMO request information from the plan review authorities (local, regional and state). The proposed 8410 rules would require that the WMO request this information at a particular time in the planning process (before initial planning meeting), and that the WMO <u>allow 60 days</u> for the stakeholders to respond.
3	<p>Kickoff</p> <ul style="list-style-type: none"> Officially kick off development of the Next Generation Plan. At the meeting, review a work plan and schedule; and review information submitted to the Commission as part of the 60-day notice period from review agencies and the member cities and begin identifying water-resource issues and goals to be addressed in the Next Generation Plan. This information will assist in the development of a Gaps Analysis and help in the Assessment of Issues. Plan Development Simplified: <ul style="list-style-type: none"> i. How have we done? ii. What do we have? iii. What do we want (to achieve)? iv. How will we achieve it?
4	<p>Initiate Gaps Analysis</p> <ul style="list-style-type: none"> Perform gaps analysis: A retrospective review of the past 10-years accomplishments. Identifying areas that need to be addressed in the next 10-year plan review WMO/member city roles and responsibilities, Although not required in either the current or new/proposed 8410, the new/proposed 8410 rules state “the success of implementing the previous plan...must be summarized and considered in identifying priority issues” which points to at least a self-assessment. Cover issues relating to funding and financial stability, regulatory rules and standards, data availability, progress evaluation for TMDL implementation plans, load reduction and other BMPs, and maintaining the existing 100-year flood profile. How “non-bricks and mortar” CIP projects can be funded and implemented. Joel Settles, Hennepin County Environmental Services, should be invited to participate in discussions on this topic.
5	<p>Visioning</p> <ul style="list-style-type: none"> Review BCWMC’s current Vision, revised as appropriate. This is an exercise that looks to the future and lays out, in one or two sentences what the Commission/TAC would like the watershed to look like in the future (ten (10) years or more).
6	<p>Self-assessment</p> <p>Exercise at commission meeting, “Five things Commissioners/TAC want to accomplish” in the next</p>

Plan Steps and Commission Actions	
	10-year plan
7	<p>Develop Public Outreach process</p> <ul style="list-style-type: none"> Evaluate various methods to conduct outreach to the watershed, including the Golden Valley Envision Process Make recommendation to the Commission
8	Evaluate TAC work on Next Generation Plan issues (see February 8, 2012 memo, Item 6F on the February Commission meeting agenda)
9	<p>Assess and prioritize issues</p> <ul style="list-style-type: none"> This information will be used later at the Citizens Advisory Committee and Policy Makers Meetings (see Other Meetings & Topics table below). Initial Planning Meeting to identify and prioritize issues. This meeting includes all plan stakeholders. The proposed 8410 rules would require that the BCWMC hold an initial planning meeting, after notification of plan stakeholders (see Step 3). According to the proposed 8410 rules, the purpose of this meeting is to receive, review and discuss input, and the WMO must provide two weeks' notice of the meeting. This implies that you would need to allow enough time to review and summarize the information received in Step 3 so you can present it at the meeting.
7	<p>Establish goals</p> <ol style="list-style-type: none"> The Commission and the TAC have spent some meetings undertaking a self-assessment, some visioning, and some identification of gaps and issues. The next step is to take this "big picture" analysis and to start identifying possible goals and actions for 2014-2023. These initial goal statements will then be presented to the general public for review and comment during the subsequent next month or two. Review goals from the previous watershed management plans: <ol style="list-style-type: none"> Maintain the existing 100-year flood profile throughout the watershed; Protect and improve water quality based on practical use; Strive to provide water quality that supports recreation, fish and wildlife based on practical use; Establish an education and public outreach program; Protect and improve groundwater quality and promote groundwater recharge; Protect and improve wetlands; Reduce erosion and sedimentation. Identify prioritization principles: <ol style="list-style-type: none"> Control flooding; Improve public information and education; Protect wetlands; Improve water quality in lakes, streams, and rivers; Improve fish and wildlife habitat; Restore wetlands; Research and encourage development strategies that minimize impervious surface and encourage infiltration; Research and encourage innovative and sustainable maintenance and improvement practices. Identify possible water management goals for 2014-2023;

	Plan Steps and Commission Actions
	<ul style="list-style-type: none"> a. Water Quantity <ul style="list-style-type: none"> i. Maintain the existing 100-year flood profile throughout the watershed; ii. Determine ecological low flows for Bassett Creek; iii. Develop a sustainable water budget for the watershed and an action plan for management activities necessary for its achievement; b. Water Quality <ul style="list-style-type: none"> i. Implement load reduction actions sufficient to achieve de-listing of water bodies currently listed on the MPCA's impaired waters (303d) list. ii. Improve water clarity in the balance of the lakes by 10% over the average of the previous ten years; iii. Improve at least 30% of Bassett Creek to meet a possible future corridor study standards and/or future TMDL requirements; iv. Maintain nondegradation of all waterbodies compared to 2010 conditions; v. Conduct an intensive BMP assessment for at least 25% of that part of the watershed that developed prior to Commission rules in 1994, and achieve 25% of the recommended load reduction within 10 years of the analysis. c. Groundwater <ul style="list-style-type: none"> i. Work with the appropriate state agencies to incorporate groundwater assessment into the sustainable water budget analysis for the watershed. d. Wetlands <ul style="list-style-type: none"> i. Maintain the existing functions and values of wetlands identified as high-priority; ii. Improve functions and values of wetlands as feasible based on the sustainable water budget study; e. Commission Operations and Programming <ul style="list-style-type: none"> i. Identify and operate within a sustainable funding level that is affordable to member cities; ii. Review funding of capital improvement and other implementation projects (e.g., tax levy, cost share, flood control project funds); iii. Operate a public education and outreach program that meets the NPDES Phase II education requirements for the member cities; iv. Operate a monitoring program sufficient to characterize water quantity, water quality, and biotic integrity in the watersheds and to evaluate progress toward meeting TMDL goals; v. Maintain updated hydrologic and hydraulic models for the watershed; vi. Maintain updated water quality models for the watershed vii. Maintain rules and standards for development and redevelopment that are consistent with local and regional TMDLs, federal guidelines, source water and wellhead protection requirements, sustainable water yields, nondegradation, and ecosystem management goals; viii. Serve as a technical resource for member cities. ix. Research projects on innovative and cost-effective stormwater management practices and technologies; x. Coordinate water resources management between the Commission and the member cities.

Plan Steps and Commission Actions	
8	Review water quality monitoring data & water quality modeling results
9	Develop monitoring plan <ul style="list-style-type: none"> Reference MN Rules 8410.0100 Implementation Program Subp. 5. Data collection programs
10	Review Rules and Standards
11	Develop education & outreach plan <ul style="list-style-type: none"> Education Committee to develop a draft Education and Outreach Plan. The plan will continue to be refined and the final draft will be forwarded to the cities and the citizens' advisory representatives for their review and input.
12	Develop implementation plan <ul style="list-style-type: none"> Upon Commission final review of rules, begin developing implementation plan
13	Establish self-evaluation process
14	Discuss plan organization & look
15	Complete draft plan
16	Approve final draft Sept. 17, 2013 <ul style="list-style-type: none"> Commission review of final draft plan; authorize 60-day review period;
17	60-day review period <ul style="list-style-type: none"> First formal review of draft Plan; 60 day city and agency review period, collate and respond to comments;
18	Public hearing February 20, 2014 <ul style="list-style-type: none"> Public hearing on draft Plan – to be held no sooner than 14 days after the 60-day review period and at least 10 days after distribution of the response to comments.
19	Revise Plan per response to comments & submit Plan for final review/approval
20	BWSR Plan approval by August 25, 2014 <ul style="list-style-type: none"> Second/final formal review of Plan & BWSR approval – 3 steps: <ul style="list-style-type: none"> v. Submit plan for second/final review & BWSR approval; vi. Attend/present at BWSR subcommittee meeting – <u>1 – 2 months after submittal</u>; vii. BWSR Board approval of plan – <u>within 90 days after submittal</u>; The first key date is the plan expiration date, which is 10 years from the date BWSR approved the current BCWMC Plan: <u>August 25, 2014</u>.

Plan Steps and Commission Actions	
21	Adopt plan after BWSR Board approval September 18, 2014

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

TAC Meetings & Topics	
1	Assess and Prioritize Issues
2	Review Commission Goals
3	<p>Review Water Quality & Modeling</p> <ul style="list-style-type: none"> List the types of monitoring data the TMDLs identified as necessary in the long-term to best understand lake water quality, improvement strategies and progress toward water quality goals. The TAC will meet to review water quality monitoring results, the various TMDL Implementation Plans, and guidance from the MPCA regarding evaluating progress towards meeting TMDL requirements and return with recommendations regarding monitoring and other activities to consider for the coming 10 years.
4	<p>Review Rules & Standards</p> <ul style="list-style-type: none"> Start the discussion on the rules and standards review. <ul style="list-style-type: none"> Size of Projects and Applicability to Redevelopment Projects: <ul style="list-style-type: none"> Linear Projects; Consistency with Other Standards: <ul style="list-style-type: none"> Lake and Stream TMDLs; Draft NPDES Minnesota General Permit; MPCA's Minimal Impact Design Standards (MIDS); Infiltration in Drinking Water Supply Management Areas (DWSMAs); Soil Management; Inspection of Infiltration/Filtration Facilities; Abstraction Requirements; Development of a long-term maintenance plan
5	<p>Implementation Plan</p> <ul style="list-style-type: none"> TAC to discuss principles of a ten year monitoring plan. Review potential new standards, emerging contaminants, TMDL progress monitoring, and potential requirements relating to regional TMDLs and NPDES permitting. Recommend BCWMC Staff prepare a monitoring plan that details the specific purpose of each type of monitoring, the frequency, and cost of such monitoring, which will tie the monitoring to specific next generation plan goals. This monitoring policy data will be used to generate a table of recommended specific monitoring actions by year. It is expected that the table will be revisited in future years to take into account changing requirements. Consider creating an additional spreadsheet of monitoring activities done by others to reduce redundancy and to identify the sites where monitoring occurs.
6	<p>Education & Outreach Plan</p> <ul style="list-style-type: none"> Education Committee to develop a draft Education and Outreach Plan. The plan will continue to be refined and the final draft will be forwarded to the cities and the citizens'

TAC Meetings & Topics	
	<p>advisory representatives for their review and input.</p> <ul style="list-style-type: none"> Identified goals, strategies, and priority areas for education and outreach.
7	Review Comments & Responses
8	Review Final Plan Revisions

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

Other Meetings & Topics	
1	City Councils - initial input
2	<p>Citizen Advisory Committee – initial input optional</p> <p><i>Citizens Advisory Committee (CAC) – Public input process</i> Comprised of.... Prepare presentation and background materials to share with the CAC and ask each city to schedule a date at which this information can be presented. Topics of the presentation could be:</p> <ol style="list-style-type: none"> 1. What is a watershed, and what does the Commission do? 2. What is a watershed management plan and how does it relate to city planning and projects? 3. What activities has the watershed been undertaking and what are the accomplishments of the past 10 years? 4. What are the preliminary problems and issues identified by the Commission and TAC? What other problems and issues does the CAC see? 5. What are the preliminary goals identified by the Commission and TAC? What other goals does the CAC see? 6. What issues, goals, and activities does the CAC see as most important? <p>There is a lot of background to cover to bring the CAC up to speed on the watershed so they can make informed input into the plan.</p>
3	<p>City Managers/staff review</p> <p><i>Policymaker's Meeting</i> City Managers and Commission TAC representatives meet early to learn about the Next Generation Watershed Management Plan and to discuss various policy issues. The group reviews the division of responsibilities between the Commission and the member cities; and receives an overview of the Commission's activities and accomplishments in the past ten years. The group reviews the Gaps Analysis of preliminary problems and issues and the preliminary Next Generation Goals identified by the Commission and the TAC. Discuss the Joint Powers Agreement (JPA)—does the JPA need revision as part of the Next Generation Plan? If so, when should this occur (later in 2013)? Discuss communication between the Council and Commission; are there improvements to be made?</p> <p><u>Draft Agenda</u></p> <ol style="list-style-type: none"> 1. Refresher on watershed roles and responsibilities; 2. Overview of activities and accomplishments in the past 10 years; 3. Preliminary problems and issues identified by Commission and TAC; 4. Preliminary goals identified by Commission and TAC; 5. Policy issues; <ol style="list-style-type: none"> a. Roles and responsibilities of watershed vs. city b. Financial policies c. Operational budget funding

Other Meetings & Topics	
	<ul style="list-style-type: none"> d. Capital project cost policy e. Citizens Advisory Committee f. Joint Powers Agreement
4	<p>Citizen Advisory – education & outreach, implementation</p> <ul style="list-style-type: none"> • CAC meetings to gather input on draft CIP and implementation plan, and education and outreach plan.
5	<p>Lake Association/Other – Education & outreach, implementation</p> <ul style="list-style-type: none"> • Establish a Lake Association Summit
6	City Councils – draft plan
7	<p>Citizen Advisory Committee – draft plan</p> <ul style="list-style-type: none"> • Final, joint CAC meeting to provide public input on draft Plan. • CAC meeting would be a joint meeting of one or two CAC representatives from each city. The meeting will be an opportunity for the representatives to discuss each city's input and as a group prioritize implementation activities. The meeting, which would be held in late April 2014, would be led by the Commission's consultant who is writing the Plan.

Bassett Creek Watershed Management Plan Proposed Schedule

Plan Steps and Commission Actions		Step		2012												2013												2014															
				J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D				
1	Establish Steering Committee																																										
2	Notify plan stakeholders		60d response						60 d response - August 27, 2012																																		
3	Kickoff									X																																	
4	Initiate Gap analysis											X																															
5	Visioning								X																																		
6	Self-assessment							X																																			
7	Develop Public Outreach Process																																										
8	Evalutate TAC																																										
9	Assess and prioritize issues												X																														
10	Establish goals													X																													
11	Review water quality & modeling															X																											
12	Develop monitoring plan															X																											
13	Review Rules and Standards																X																										
14	Develop education & outreach plan																	X																									
15	Develop implementation plans																		X																								
16	Establish self-evaluation process																			X																							
17	Discuss plan organization & look									X																																	
18	Complete draft plan																				X																						
19	Approve final draft Sept. 17, 2013																					X																					
20	60-day review period																																										
21	Public hearing February 20, 2014		+ 14d from 60d																																								
22	Compile comments & responses																																										
23	45 day review period																																										
24	Respond to comments & submit final																																										
25	BWSR Plan approval		90d																																								
25	Adopt plan August 21, 2014		8/25/2014 (10yr)																																								

Indicates an ongoing activity. **X** Indicates action to be taken.

[illegible][illegible]

Information
only

8D.

**Board of Water and Soil Resources
Biennial Budget Request (BBR)
Fiscal Years 2014-2015**

Competitive Project Funds Projects and Activities

Requestor Information

Requestor Organization	Bassett Creek Watershed Management Commission
Requestor Organization Type	WMO
Fiscal Agent Organization	City of Golden Valley for Bassett Creek Watershed Management Co
Day-to-Day Contact Person	Karen Chandler
Mailing Address	Barr Engineering Co., 4700 West 77th Street
City	Edina
State	MN
Zip Code	55435
Office Phone Number	952-832-2813
Office Phone Extension	
E-mail Address	kchandler@barr.com
Requestor Organization Website	http://www.bassettcreekwmo.org/index.htm
eLINK Reporting Contact	Karen Chandler

