

Bassett Creek Watershed Management Commission Meeting Agenda
September 20, 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 August 16, 2012, meeting minutes
- B. Presentation of Financial Statements
- C. Legal Counsel Communications
- D. Revisions to the BCWMC's Bylaws – Resolution 12-07
- E. Authorize Recording Secretary to send notice to Member Cities regarding Channel Maintenance Fund applications

- 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 August 30, 2012
 - ii. Barr Engineering – Engineering Services through August 31, 2012
 - iii. Amy Herbert – August Secretarial Services
 - iv. Finance & Commerce – Public Meeting/ Public Hearing Notice Publication
 - v. Lakeshore Weekly News – Public Meeting/ Public Hearing Notice Publication
 - vi. Best Wishes Floral – Floral Arrangement/ Delivery to Golden Valley Public Works

- 6. PUBLIC MEETING**– *Continuation of July 19, 2012, Public Meeting on Minor Plan Amendment*

- 7. PUBLIC HEARING**– *Public Hearing on BCWMC CIP Project NL-2: Four Seasons Mall Area Water Quality Project and on ML-8: Lakeview Park Pond Project*

8. NEW BUSINESS

- A. Resolution 12-08 Approving Watershed Plan Amendment
- B. Resolution 12-09 Ordering 2013 Improvements (Four Seasons Mall Area Water Quality Project and Lakeview Park Pond Project), Designating Members Responsible for Construction, and Making Findings Pursuant to Minnesota Statutes, Section 103B.251, and Certifying 2013 Ad Valorem Tax Levy Request to Hennepin County
 - i. Cooperative Agreement with the City of Plymouth for the Four Seasons Mall Area Water Quality Project (action incorporated in Resolution 12-08)

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- ii. Cooperative Agreement with the City of Golden Valley for the Lakeview Park Pond Project (action incorporated in Resolution 12-08)
- C. Request for mediation services from the cities of Golden Valley and New Hope
- D. BCWMC Water Quality Improvement Project BC-7- City of Golden Valley.
 - i. Commission authorization for the City of Golden Valley to draft the feasibility report for the BC-7 project;
 - ii. Commission authorization for counsel to draft the agreement between the Commission and the City of Golden Valley to reimburse the city for the costs of the feasibility study.

9. OLD BUSINESS

- A. TAC Recommendations
- B. Administrator Services – Review and Approval of Revised RFP and Review of Administrator Services Role Fulfillment Timeline
- C. Next Generation Watershed Management Plan
 - i. Status of Planning Process
 - ii. Gaps Analysis

10. COMMUNICATIONS

- A. Chair
- B. Commissioners
- C. Committees
- D. Engineer: Information Only:
 - i. Hennepin County Approval of Minor Plan Amendment
 - ii. BWSR Clean Water Fund Application
 - iii. Extension to the BCWMC's 2011 BWSR grant agreement for the Wirth Lake Outlet Modification Project

11. ADJOURNMENT

Future Commission Agenda Items list

- Policy Manual
- Request from AMLAC (October 2012 meeting)
- BCWMC Contract with Wenck for 2013 WOMP Services (Consent Agenda item- October 2012 meeting)

Future TAC Agenda Items List

- At the May 17 meeting, the Commission discussed comparing the BCWMC thresholds for its water quality treatment standards with adjoining WMOs/WDs.
- Review Channel Maintenance Fund Requests and make recommendations.
- Look into implementing “phosphorus-budgeting” in the watershed – allow “x” pounds of TP/acre.

Bassett Creek Watershed Management Commission Minutes of the Meeting of August 16, 2012

1. CALL TO ORDER AND ROLL CALL

The Bassett Creek Watershed Management Commission (BCWMC) was called to order at 11:30 a.m., on Thursday, August 16, 2012, at Golden Valley City Hall by Chair Black.

ROLL CALL

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

**Note: Commissioner Michael Welch (Minneapolis) arrived after roll call.*

Also present:

- Laura Adler, BCWMC Technical Advisory Committee, City of St. Louis Park
- Derek Asche, BCWMC Technical Advisory Committee, City of Plymouth
- Pat Byrne, BCWMC Technical Advisory Committee, City of Minneapolis
- Jeannine Clancy, BCWMC Technical Advisory Committee, Golden Valley
- John Elder, BCWMC Commissioner, City of New Hope
- Dave Hanson, Alternate Commissioner, City of Golden Valley
- Leigh Harrod, Metropolitan Council
- Linda Loomis, Golden Valley resident
- Tom Mathisen, BCWMC Technical Advisory Committee, City of Crystal
- Richard McCoy, BCWMC Technical Advisory Committee, City of Robbinsdale
- Joe Mulcahy, Metropolitan Council
- Jeff Oliver, BCWMC Technical Advisory Committee, City of Golden Valley
- John O'Toole, BCWMC Alternate Commissioner, Medicine Lake
- Liz Stout, BCWMC Technical Advisory Committee, City of Minnetonka

2. CITIZEN FORUM ON NON-AGENDA ITEMS

No citizen input.

3. AGENDA

Chair Black requested the addition of agenda item 7G - TAC agenda for the September TAC meeting.

[Commissioner Welch arrives.]

Commissioner Johnson moved to approve the agenda as amended. Commissioner Hoshal seconded the motion. The motion carried unanimously with seven votes in favor [Cities of Minnetonka and Robbinsdale absent from vote].

4. CONSENT AGENDA

Commissioner Welch requested the removal of item 4D – Adopt Revised BCWMC Bylaws – from the Consent Agenda because he wanted to discuss some ideas about the Bylaws with Mr. LeFevere. Chair Black removed the item from the Consent Agenda and added it as Old Business agenda item 7H. Commissioner Hoshal moved to approve the Consent Agenda and Agenda as amended. Commissioner Johnson seconded the motion. The motion carried unanimously with seven votes in favor [Cities Minnetonka and Robbinsdale absent from vote]. [The following items were approved as part of the Consent Agenda: The July 19, 2012, meeting minutes, the August financial report, and Legal Counsel Communications.]

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

Checking Account Balance	\$647,463.37
TOTAL GENERAL FUND BALANCE	\$647,463.37
TOTAL ON-HAND CONSTRUCTION CASH & INVESTMENTS (7/11/12)	\$2,853,517.17
CIP Projects Levied – Budget Remaining	(\$2,777,836.90)
Closed Projects Remaining Balance	\$75,680.27
2012 Anticipated Tax Levy Revenue	\$381,652.69
Anticipated Closed Project Balance	\$457,332.96

5. ADMINISTRATION

5A. Presentation of Invoices for Payment Approval.

- i. Kennedy & Graven – Legal Services through June 30, 2012 – invoice for the amount of \$1,243.05.

- ii. Barr Engineering Company – Engineering Services through July 27, 2012 – invoice for the amount of \$39,494.80.
- iii. Amy Herbert – July Secretarial Services – invoice for the amount of \$1,462.98.
- iv. D’amico - ACE Catering – August BCWMC meeting catering – invoice for the amount of \$159.84.
- v. Sun Sailor Newspapers – Public Meeting Notice Publication – invoice for the amount of \$359.60.
- vi. Lakeshore Weekly News - Public Meeting Notice Publication – invoice for the amount of \$112.20.
- vii. Shingle Creek Watershed Management Commission – BCWMC portion of Metro Blooms Rain Garden Workshop – invoice for the amount of \$2,000.

Commissioner Hoshal moved the approval of payment of all invoices. Commissioner de Lambert seconded the motion. By call of roll, the motion carried unanimously with seven votes in favor [Cities of Minnetonka and Robbinsdale absent from vote].

6. NEW BUSINESS

No New Business items.

7. OLD BUSINESS

- A. **Administrator Services.** Chair Black reviewed with the Commission the meeting packet materials for this agenda item. Chair Black asked for input or changes to the memos/ meeting notes. Commissioner Welch requested the addition to page 3 of the meeting notes from the July 19th Administrative Services Committee that he asked TAC for suggestions “on retaining commissioners.”

Commissioner de Lambert provided a summary of the August 1st Administrative Services Committee meeting. He said that the Committee began a list of pros and cons for three of the possible scenarios the Commission could choose regarding Administrator Services. Commissioner de Lambert said that the list is captured in the August 9th memo from the Administrative Services Committee. He said that the Committee would like input on the pros and cons. Commissioner de Lambert added that the Committee would like the Commission to determine the direction it would like to go regarding the Administrator.

Commissioner de Lambert reported that the Committee is recommending changing the Commission’s 2013 budget by reducing the Administrator budget to \$50,000 from \$100,000 because the Committee felt it is unlikely that there will be an Administrator on board by the time the Commission is into its 2013 fiscal year and because the Committee thought that the Commission has no real plan that supports the \$100,000 figure. Commissioner Welch asked if the Committee’s presumption was that as of February 2013 there will be no administrative functions performed. Commissioner de Lambert said that the Committee didn’t actually address that date of February but that yes, that was basically the consensus of the Committee. Chair Black added that she thought it would be unrealistic to think that the Commission would have anyone working as its Administrator in less than eight months. Commissioner de Lambert said that he thinks that it is the lack of defined roles and responsibilities for the Administrator position that gives uncertainty to the process and has the Committee thinking that it can’t justify a budget of \$100,000.

Commissioner Johnson asked if the Commission could break down the responsibilities into bite sized pieces and pull out the ones that are clearly defined as a way to move forward. Ms. Clancy stated that

she thinks that administrative tasks could be divided between the Commission Engineer and Recording Secretary as a way of providing administrative services as soon as this week.

The Commission discussed the memos and the pros and cons of different Administrator Services options, identified other options such as ones identified in the 2008 organizational analysis report prepared by Springsted, Inc., and discussed the 2013 budget for Administrator services. Commissioner Hoschka provided additional pros and cons to be added to the pros and cons lists.

Chair Black stated that the Commission needs to make a decision today about the 2013 Administrator Budget so that the Commission's final 2013 budget and assessment tables can go out to the member cities.

Commissioner Johnson moved to change the 2013 Administrator services budget from \$100,000 to \$50,000. Commissioner Welch seconded the motion. The motion carried unanimously with seven votes in favor [Cities Minnetonka and Robbinsdale absent from vote].

Commissioner Hoshal moved that the BCWMC's 2013 Engineering Services budget be increased by \$30,000 and the 2013 Next Generation Plan budget be increased by \$20,000. Chair Black seconded the motion saying that she has seconded it for purposes of moving to a discussion of the motion. The Commission discussed the motion. Chair Black called for the vote. The motion failed with one vote in favor [City of Medicine Lake] and six votes against [Cities of Crystal, Golden Valley, Minneapolis, New Hope, and St. Louis Park] [Cities Minnetonka and Robbinsdale absent from vote].

Chair Black said that she is hearing from the Commission that there are unspent 2012 BCWMC Administrator funds and that there needs to be discussion about what could be done with those funds. She suggested that the Administrative Services Committee discuss it.

The Commission continued its discussion of Administrator Services options. Commissioner de Lambert moved that the Commission pursue the RFP process. Commissioner Hoschka seconded the motion. By call of roll, the motion carried with five votes in favor [Cities of Crystal, Golden Valley, Minneapolis, New Hope, and St. Louis Park], and two votes against [Cities of Medicine Lake and Plymouth] [Cities Minnetonka and Robbinsdale absent from vote].

Chair Black said that the Administrative Services Committee would set up a Committee meeting as soon as possible to discuss pursuing an RFP process and that the Committee would bring something back to the Commission at its September meeting.

- B. WOMP Station Management. Chair Black said that the Commission had a lengthy discussion about this topic last month and she referenced the agenda item materials in the meeting packet. She said that there are Metropolitan Council representatives here at today's meeting to provide information and answer questions about WOMP. Joe Mulcahy and Leigh Harrod of the Metropolitan Council (Met Council) spoke about the program. Mr. Mulcahy stated that the Met Council would provide the Commission with \$5,000 from grant funds toward the WOMP costs for 2013. Commissioner Welch asked them if they had any comments on the three bids that the Commission was provided. Ms. Harrod commented that she liked the \$10,000 WOMP cost range for the 2013. She said that she figures the WOMP work would take 45 hours of work in 2013. The Commission discussed the bids, the WOMP program, the sample collection process, and the utilization of the data. Commissioner Welch moved to accept the Wenck bid of \$10,320 for the 2013 WOMP work. Commissioner Hoshal seconded the motion. The motion carried unanimously with seven votes in favor [Cities of Minnetonka and Robbinsdale absent from vote].

C. **BCWMC 2013 Final Budget.** Chair Black stated that the Commission needs to look at its 2013 WOMP budget and approve a final number. She said that the Commission has agreed to budgeting \$11,000 for Wenck to perform the station monitoring, \$4,000 for Barr Engineering to maintain the rating curve, and \$2,000 for Barr Engineering to do the data management, which means that the Commission's 2013 WOMP budget would be \$17,000 instead of the \$25,000 previously approved. Commissioner Hoshal moved to approve the 2013 budget as amended with the Administrator budget decreasing to \$50,000 and the WOMP budget decreasing to \$17,000. Commissioner de Lambert seconded the motion. The motion carried unanimously with seven votes in favor [Cities of Minnetonka and Robbinsdale absent from vote]. Chair Black directed staff to make changes to the 2013 budget and invoice the cities for their share of the annual dues.

D. **BWSR Clean Water Fund Grant Applications – Grant Fund Requests.** Ms. Chandler reviewed with the Commission the August 9, 2012, memo regarding the BWSR Clean Water Fund Grant Application and grant fund requests. She said the memo provides an explanation of the different possible grant funding requests for the three CIP projects that the Commission decided last month should be part of the grant application.

Commissioner Welch moved to approve the fund requests as listed in Table 1 of the memo: \$491,250 for the Four Seasons Mall Area Water Quality Project; \$144,750 for the Lakeview Park Pond Project, and \$350,750 for the Schaper Pond Diversion Project. Commissioner Hoshal seconded the motion. The motion carried unanimously with seven votes in favor [Cities Minnetonka and Robbinsdale absent from vote].

E. **Preliminary Recommendation for 2013 Tax Levy.** Ms. Chandler discussed the information in the August 9, 2012, memo on the preliminary recommendations for the 2013 tax levy to fund 2013 CIP projects. Ms. Chandler pointed out that the memo outlines that the cost of the 2013 CIP projects is \$1,186,000. She reported that the Commission has funds available in its reserve and recommended that the Commission transfer \$200,000 from its reserves to use for its 2013 CIP projects and request \$986,000 for its 2013 levy. The Commission agreed with the preliminary tax levy request of \$986,000.

F. **Next Generation Watershed Management Plan.** Ms. Loomis reported on the July 23rd Plan Steering Committee meeting. She reviewed with the Commission and provided a handout on a proposed process to garner public participation in the Next Generation Plan. Commissioner Hoshal provided a possible name for the public participation process: WAVE – Watershed Assessment Visioning Exercise.

Chair Black asked if the public participation plan needed BWSR approval. Ms. Chandler responded that the Commission does need to get the plan to BWSR for comment even if it is not a formal approval process. Ms. Chandler recommended that before the Commission sends the public participation process plan to BWSR the Commission may want to look at the plan in relation to the rest of the Commission's Plan revision process. Chair Black volunteered to create a chart that would illustrate the public participation process in relation to the Plan revision process.

Commissioner Welch commented that he is in favor of a very lean structure in the Plan revision input process. He said that the input meetings could be very open instead of having a lot of different committees having a lot of separate meetings and that this structure could keep costs down and input high.

The Commission discussed the City of Golden Valley's Envision process and how the City incorporated its public participation process data into its plan. Commissioner Hoshal commented that the first step is

to receive information on the Plan revision process from the stakeholders per the Commission's request to them last month. Ms. Chandler said that comments are due back to the Commission on September 4th. The Commission directed Ms. Herbert to forward to the Commission any comments received by the stakeholders.

Chair Black reminded the Commission of the monthly Plan Steering Committee meeting and said that the next meeting is on Monday, August 20th at 4:30 p.m. She asked staff to add the monthly meetings to the BCWMC's Administrative Calendar.

Ms. Loomis stated that last month the Plan Steering Committee suggested that the Commission discuss having the Commission Engineer review the current Plan and compile recommendations on the technical changes that need to be made to the plan and to provide a cost estimate for the work to make those technical changes to the Plan. Commissioner Welch requested that the Commission Engineer first put together a cost estimate for doing that technical analysis and bring it back to the Commission. Ms. Chandler said that she would need more details from the Commission about the work before she could put a cost estimate together but that she thinks those details will be discussed at Monday's Plan Steering Committee meeting.

7G. Agenda for September TAC Meeting. The Commission discussed the items that it has previously directed to the TAC and agreed that at its September meeting the TAC should address: development of the CIP process flowchart, development of a new summary CIP table, revision of the current CIP table, and a map of the CIP projects. Commissioner Hoshal volunteered to be the Commission liaison at the September 6th TAC meeting.

7H. Revised BCWMC Bylaws. Due to time considerations, the Commission deferred this item to its September meeting.

8. COMMUNICATIONS

Chair:

1. Chair Black discussed a request that the BCWMC has received from the Association of Medicine Lake Area Citizens (AMLAC) regarding being given time at an upcoming Commission meeting to present an issue regarding the Medicine Lake Dam. The Commission agreed to put the request on a future meeting and Ms. Chandler said that she received a recent communication from the president of AMLAC, Gary Holter, saying that the issue could wait until the Commission's October meeting if the September agenda is too full to add it. Chair Black said the Commission would monitor its September agenda and would add the AMLAC request if there is room and if not, then the Commission would add the AMLAC request to its October meeting agenda. Commissioner Welch suggested that staff pull together the past information that has been presented to the Commission and to AMLAC regarding the Medicine Lake Dam along with any dam inspection results. The Commission directed staff to pull together that information.
2. Chair Black reported that she, Derek Asche, and Karen Chandler went to the Hennepin County Public Works, Energy and Environment Committee meeting on August 14th.

Commissioners:

1. Commissioner Welch said that he has recently been hearing from citizens that Bassett Creek is running very clear right now.
2. Commissioner Welch reported that the Van White Boulevard Memorial Bridge is going up quickly and he encouraged the Commission to go take a look.
3. Commissioner Hoshal complimented the City of Golden Valley for the great job it did coordinating the Ed Silberman Memorial dedication ceremony. He added that the interpretive signage is up and he encouraged the Commission to take a look. The Commission directed Ms. Herbert to send a thank you and flowers from the Commission to the City of Golden Valley Public Works department.

Committees: No Committee Communications.

Counsel Communications: No Counsel Communications.

Engineer Communications: No Engineer Communications.

9. ADJOURNMENT

The meeting adjourned at 2:10 p.m.

Chair

Date

Amy Herbert, Recorder

Date

Secretary

Date

Bassett Creek Watershed Management Commission General Account
General Fund (Administration) Financial Report

Fiscal Year: February 1, 2012 through January 31, 2013

MEETING DATE: September 20, 2012

4B.

BEGINNING BALANCE	8-Aug-12	647,463.37
ADD:		
General Fund Revenue:		
Interest (Bank Charges)	11.22	
2012-13 Assessments:		
Have not received St Louis Park Assessment		
Permits:		
none		
Reimbursed Construction Costs	6,525.15	
	Total Revenue and Transfers In	6,536.37
DEDUCT:		
Checks:		
2459 Barr Engineering August Engineering	45,670.07	
2460 Amy Herbert Aug Secretary/Sept Catering	2,476.89	
2461 Kennedy & Graven July Legal	2,235.91	
2462 Best Wishes Floral Silberman - Flowers	50.00	
2463 Finance & Commerce Legal Notice	141.09	
2464 Lakeshore Weekly Ne Legal Notice	231.00	
	Total Checks	50,804.96
Outstanding from previous month:		
Meadowbrook School	2009 Exp-Grant	992.08
	Total Expenses	50,804.96
ENDING BALANCE	12-Sep-12	603,194.78

	2012/2013 BUDGET	CURRENT MONTH	YTD 2012/2013	BALANCE
OTHER GENERAL FUND REVENUE				
INTEREST (BANK CHARGES)			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	0.00	466,558.67	42,503.00
EXPENDITURES				
ENGINEERING				
ADMINISTRATION	120,000	7,189.00	58,820.30	61,179.70
PLAT REVIEW	60,000	2,011.00	28,438.39	31,561.61
COMMISSION MEETINGS	14,250	493.00	5,108.82	9,141.18
SURVEYS & STUDIES	10,000	0.00	0.00	10,000.00
WATER QUALITY/MONITORING	20,000	0.00	3,737.00	16,263.00
WATER QUANTITY	11,000	1,037.72	5,134.10	5,865.90
WATERSHED INSPECTIONS	7,000	1,032.60	4,539.60	2,460.40
ANNUAL FLOOD CONTROL INSPECTIONS	9,000	475.10	1,113.10	7,886.90
REVIEW MUNICIPAL PLANS	2,000	0.00	0.00	2,000.00
ENGINEERING TOTAL	253,250	12,238.42	106,891.31	146,358.69
PLANNING				
WATERSHED-WIDE SP-SWMM MODEL	70,000	10,234.28	37,849.49	32,150.51
WATERSHED-WIDE P8 WATER QUALITY MODEL	135,000	16,612.50	60,222.99	74,777.01
NEXT GENERATION PLAN	40,000	670.33	6,980.83	33,019.17
PLANNING TOTAL	245,000	27,517.11	105,053.31	139,946.69
ADMINISTRATOR	50,000	0.00	0.00	50,000.00
LEGAL COSTS	18,500	1,357.31	7,180.64	11,319.36
AUDIT, INSURANCE & BONDING	15,225	0.00	11,977.00	3,248.00
FINANCIAL MANAGEMENT	3,045	0.00	950.00	2,095.00
MEETING EXPENSES	2,750	116.16	1,991.44	758.56
SECRETARIAL SERVICES	40,000	2,628.72	18,003.32	21,996.68
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	422.09	1,032.76	1,967.24
WOMP	10,000	0.00	2,427.82	7,572.18
EDUCATION AND PUBLIC OUTREACH	5,775	0.00	6,019.94	(244.94)
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	44,279.81	263,977.04	460,067.96

Cash Balance 8/08/12		
Cash	1,843,535.89	
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		2,853,517.17
Add:		
Interest Revenue (Bank Charges)	54.55	
Total Revenue		54.55
Less:		
CIP Projects Levied - Current Expenses - TABLE A	(5,845.70)	
Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B	(679.45)	
Total Current Expenses		(6,525.15)
Total Cash & Investments On Hand	09/12/12	<u>2,847,046.57</u>
Total Cash & Investments On Hand	2,847,046.57	
CIP Projects Levied - Budget Remaining - TABLE A	(2,771,991.20)	
Closed Projects Remaining Balance	75,055.37	
2012 Anticipated Tax Levy Revenue - TABLE C	381,652.69	
Anticipated Closed Project Balance	<u>456,708.06</u>	
2013 Proposed & Future CIP Project Amount to be Levied - TABLE B	<u>196,000.00</u>	

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	340.00	43,079.59	929,255.11	35,944.89
Main Stem Crystal to Regent (2010)	636,100.00	409.50	1,226.00	259,702.02	376,397.98
Wisc Ave/Duluth Street-Crystal (2011 CR)	580,200.00	90.00	8,692.98	52,606.45	527,593.55
North Branch-Crystal (2011 CR-NB)	834,900.00	952.00	5,059.00	47,026.86	787,873.14
Plymouth Pond NB-07(NL-2)	0.00	3,904.20	9,116.42	17,809.79	(17,809.79)
Wirth Lake Outlet Modification (WTH-4)(2012)	180,000.00	150.00	1,239.00	26,468.34	153,531.66
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	0.00	1,753.97	41,386.46	(4,386.46)
	<u>4,229,400.00</u>	<u>5,845.70</u>	<u>74,228.41</u>	<u>1,457,408.80</u>	<u>2,771,991.20</u>

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	679.45	867.95	2,981.45	193,018.55
2013 Project Totals	<u>196,000.00</u>	<u>679.45</u>	<u>867.95</u>	<u>2,981.45</u>	<u>193,018.55</u>
Total Proposed & Future CIP Projects to be Levied	<u>196,000.00</u>	<u>679.45</u>	<u>867.95</u>	<u>2,981.45</u>	<u>193,018.55</u>

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	381,652.69	762,010.00
2011 Tax Levy	863,268.83	(2,871.91)	860,396.92		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)	926,857.65	3,514.21	935,000.00
2009 Tax Levy	800,841.30	(8,054.68)	792,786.62		80.93	792,223.86	562.76	800,000.00
2008 Tax Levy	908,128.08	(4,357.22)	903,770.86		(12.32)	903,533.68	237.18	907,250.00
2007 Tax Levy	190,601.74	(657.93)	189,943.81		(23.06)	189,916.09	27.72	190,000.00
				<u>0.00</u>			<u>392,755.45</u>	

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 8/08/12	1,305,978.20
Add:	
MPCA Grant-Sweeney Lk	0.00
Less:	
Current (Expenses)/Revenue	0.00
Ending Cash Balance 09/12/12	1,305,978.20

Basset Creek Construction Project Details

		2010	2010	2011	2011	2011	2012	2012	2013	2012
		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)	Main Stem Irving Ave to GV Road (2012CR)	Lakeview Park Pond (ML-8)	Schaper Pond Enhancement Feasibility (SL-1)
	Twin Lake									
Original Budget	140,000	965,200	636,100	580,200	834,900	0	180,000	856,000	196,000	37,000
Expenditures:										
Feb 2012 - Jan 2013	0.00	43,079.59	1,226.00	8,692.98	5,059.00	9,121.42	1,239.00	4,061.45	867.95	1,753.97
Total Expenditures:	0.00	43,079.59	1,226.00	8,692.98	5,059.00	9,121.42	1,239.00	4,061.45	867.95	1,753.97

	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)	Main Stem Irving Ave to GV Road (2012CR)	Lakeview Park Pond (ML-8)	Schaper Pond Enhancement Feasibility (SL-1)
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Expenditures by Vendor

Feb 2012 - Jan 2013										
Barr Engineering	0.00	821.50	1,226.00	8,482.88	5,059.00	8,357.42	1,239.00	3,517.10	304.50	1,715.77
Kennedy & Graven	0.00	0.00	0.00	210.10	0.00	764.00	0.00	544.35	563.45	38.20
City of Golden Valley	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
City of Plymouth	0.00	42,258.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
S E H	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2.5% Admin Transfer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	43,079.59	1,226.00	8,692.98	5,059.00	9,121.42	1,239.00	4,061.45	867.95	1,753.97

	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)	Main Stem Irving Ave to GV Road (2012CR)	Lakeview Park Pond (ML-8)	Schaper Pond Enhancement Feasibility (SL-1)
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Expenditures - Feb 2012 - Jan 2013

March 2012											
Barr Engineering		51.50	101.50	3,224.50		728.87	708.00	1,653.50			6,467.87
Kennedy & Graven											0.00
											0.00
April											0.00
Barr Engineering		84.00	425.00	3,917.38			341.00	1,362.60		787.77	6,917.75
Kennedy & Graven						448.85		257.85			744.90
S E H											0.00
City of Plymouth		42,258.09									42,258.09
											0.00
May											0.00
Barr Engineering				638.00				87.00			725.00
Kennedy & Graven								114.60			114.60
											0.00
											0.00
June											0.00
Barr Engineering											0.00
Barr Engineering				469.00	507.50	560.00		414.00			1,950.50
Kennedy & Graven								171.90			171.90
City of Golden Valley											0.00
City of Plymouth											
											0.00

0	0		0	2012	0
TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance
125,000	119,000	500,000	548,373	250,000	225,000
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00

TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance
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0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00

TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance
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Kennedy & Graven, Chartered

200 South Sixth Street
Suite 470
Minneapolis, MN 55402

(612) 337-9300

August 30, 2012
Statement No. 109935

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

Through July 31, 2012

BA295-00001	General	1,357.31
BA295-00012	Lakeview Park Pond Project (Golden Valley)	563.45
BA295-00036	Northwood Lake Wetland Dredging NL-2	315.15

Total Current Billing: 2,235.91

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

July 31, 2012

BA295-00001 General

Through July 31, 2012

For All Legal Services As Follows:

			Hours	Amount
7/2/2012	CLL	Check statutes and emails from K. Chandler regarding ordering a project early and delaying levy	0.50	95.50
7/3/2012	CLL	Letter to S. Virnig regarding insurance premium	0.10	19.10
7/6/2012	CLL	Review draft agenda and minutes; exchange emails on channel maintenance agreement in Golden Valley	0.70	133.70
7/8/2012	CLL	Retrieve draft services agreements; email to A. Herbert and G. Black on agreements	0.15	28.65
7/9/2012	CLL	Email Barr contract to G. Black	0.25	47.75
7/10/2012	CLL	Email contract to G. Black; email to L. Eberhart regarding Main Stem contract; email to A. Herbert regarding channel restoration	0.40	76.40
7/12/2012	CLL	Phone call from K. Chandler regarding plan amendment meeting	0.30	57.30
7/16/2012	CLL	Review agenda materials	0.30	57.30
7/19/2012	CLL	Attend commission meeting	3.00	573.00
7/24/2012	CLL	Complete additional edits to bylaws and draft memo to cities	0.85	162.35
7/25/2012	CLL	Proof and revise memo to city clerks and proof bylaws amendment	0.30	57.30
7/26/2012	CLL	Transmit bylaw amendment materials to A. Herbert	0.20	38.20
Total Services:			\$	1,346.55

For All Disbursements As Follows:

Postage	2.40
Photocopies	1.70

Kennedy & Graven, Chartered

200 South Sixth Street
Suite 470
Minneapolis, MN 55402

Bassett Creek Water
Sue Virnig

July 31, 2012

7/19/2012	Charles L. LeFevere; Mileage expense	6.66
	Total Disbursements:	\$ 10.76
	Total Services and Disbursements:	\$ 1,357.31

Kennedy & Graven, Chartered

200 South Sixth Street
Suite 470
Minneapolis, MN 55402

Bassett Creek Water
Sue Virnig

July 31, 2012

BA295-00012 Lakeview Park Pond Project (Golden Valley)

Through July 31, 2012

For All Legal Services As Follows:

			Hours	Amount
7/23/2012	CLL	Work on agreements and resolutions	0.60	114.60
7/26/2012	CLL	Gather background materials and prepare first draft of cooperative agreement; identify issues for funding-timing and allocation of county funds	1.50	286.50
7/27/2012	CLL	Review and revise draft cooperative agreement; email to K. Chandler regarding allocation of funds to projects	0.85	162.35
Total Services:			\$	563.45

Total Services and Disbursements: \$ 563.45

Kennedy & Graven, Chartered

200 South Sixth Street
Suite 470
Minneapolis, MN 55402

Bassett Creek Water
Sue Virnig

July 31, 2012

BA295-00036 Northwood Lake Wetland Dredging NL-2

Through July 31, 2012

For All Legal Services As Follows:

			Hours	Amount
7/23/2012	CLL	Work on agreements and resolutions	0.60	114.60
7/26/2012	CLL	Identify issues for funding-timing and allocation of county funds; work on cooperative agreement	0.80	152.80
7/27/2012	CLL	Email to K. Chandler regarding allocation of funds to projects	0.25	47.75
Total Services:			\$	315.15

Total Services and Disbursements: \$ 315.15

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

Page # 1
Invoice # 23270051-2012-7
Project # 23/27-0051
Client # 59
September 7, 2012

Invoice of Account with
BARR ENGINEERING COMPANY

For professional services during the period of
July 28, 2012 through August 31, 2012

ENGINEERING

TECHNICAL SERVICES

Calls/emails to or from the Commissioners, recording administrator, watershed communities, developers in the watershed, Hennepin County, and interested citizens; coordination with recording administrator regarding post-meeting tasks; communication with Golden Valley staff regarding intercommunity drainage problem to bring before Commission; reviewed BWSR grant reporting requirements and documentation for grant expenditures; coordination regarding FEMA meeting; internal meeting regarding old/new tunnels; call to Commissioner deLambert regarding meeting agendas; prepared tunnel description for Metro Council; discussion with counsel regarding Golden Valley request for drainage issue mediation; email regarding WOMP station; attend meeting regarding FEMA maps.

Leonard J. Kremer, Principal Engineer/Scientist	
10.7 hours @ \$160.00 per hour	\$ 1,712.00
Karen L. Chandler, Engineer/Scientist/Specialist III	
8.6 hours @ \$145.00 per hour	\$ 1,247.00
Technicians/Administrative	\$ 170.00
<i>Subtotal, Technical Services.....</i>	<i>\$ 3,129.00</i>

PRELIMINARY SITE REVIEW/CORRESPONDENCE

Telephone conversations regarding proposed developments; provided watershed hydraulic information, flood profiles and BCWMC development requirements to applicants; telephone calls from Loucks Associates regarding Plymouth site; coordination with EVS regarding St. Louis Park site.

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

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 August 2012 meeting; coordination with recording administrator regarding continued public meeting and public hearing notice; prepared memo regarding BWSR Clean Water Fund grant request for August Commission meeting.

James P. Herbert, Principal Engineer/Scientist	
5.9 hours @ \$145.00 per hour	\$ 855.50
Karen L. Chandler, Engineer/Scientist/Specialist III	
13.9 hours @ \$145.00 per hour	\$ 2,015.50
<i>Subtotal, Monthly Meeting Preparation.....</i>	<i>\$ 2,871.00</i>

TAC MEETING PREPARATION

Reviewed draft CIP process flowcharts and call to Plymouth staff; prepared agenda and materials for September TAC meeting; communications with Plymouth staff regarding agenda items; coordinated with recording secretary regarding TAC agenda and email.

Karen L. Chandler, Engineer/Scientist/Specialist III	
6.2 hours @ \$145.00 per hour	\$ 899.00
<i>Subtotal, TAC Meeting Preparation</i>	<i>\$ 899.00</i>

<i>Subtotal Technical Services</i>	<i>\$ 7,189.00</i>
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PLAT REVIEW

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

Wirth Lake 2010 Site Improvements

Erosion control inspection.

Technicians/Administrative.....	\$ 102.00
<i>Subtotal, Wirth Lake 2010 Site Improvements.....</i>	<i>\$ 102.00</i>

Tennant Co. Site Improvements

Erosion control inspection.

Technicians/Administrative.....	\$ 68.00
<i>Subtotal, Tennant Co. Site Improvements</i>	<i>\$ 68.00</i>

Bassett Creek Regional Trail Master Plan

Erosion control inspection.

Technicians/Administrative.....	\$	102.00
<i>Subtotal, Bassett Creek Regional Trail Master Plan.....</i>	<i>\$</i>	<i>102.00</i>

1200 Angelo Drive

Erosion control inspection.

Technicians/Administrative.....	\$	68.00
<i>Subtotal, 1200 Angelo Drive</i>	<i>\$</i>	<i>68.00</i>

10600 Wayzata Blvd Cleanup

Erosion control inspection.

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

Hazelden Site Expansion

Erosion control inspection.

Technicians/Administrative.....	\$	127.50
<i>Subtotal, Hazelden Site Expansion</i>	<i>\$</i>	<i>127.50</i>

12955 Hwy 55 Parking Expansion

Erosion control inspection.

Technicians/Administrative.....	\$	102.00
<i>Subtotal, 12955 Hwy 55 Parking Expansion.....</i>	<i>\$</i>	<i>102.00</i>

West Health Addition

Erosion control inspection.

Technicians/Administrative.....	\$	127.50
<i>Subtotal, West Health Addition.....</i>	<i>\$</i>	<i>127.50</i>

Cornerstone Auto Resource

Coordination regarding site modifications.

James P. Herbert, Principal Engineer/Scientist 1.0 hours @ \$145.00 per hour	\$	145.00
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Technicians/Administrative.....\$ 102.00
Subtotal, Cornerstone Auto Resource.....\$ 247.00

Breck School Phase 1 Addition

Erosion control inspection.

Technicians/Administrative.....\$ 93.50
Subtotal, Breck School Phase 1 Addition.....\$ 93.50

Plymouth 2012 Street Recon: Circle Park

Erosion control inspection.

Technicians/Administrative.....\$ 93.50
Subtotal, Plymouth 2012 Street Recon: Circle Park.....\$ 93.50

CP Rail Bridge Replacement MP 2.12

Telephone conversations and emails with applicant and review.

James P. Herbert, Principal Engineer/Scientist
0.8 hours @ \$145.00 per hour\$ 116.00
Subtotal, CP Rail Bridge Replacement MP 2.12.....\$ 116.00

Chippewa Trails Lots 9 & 10

Telephone conversations and emails with applicant and city staff; preliminary review of project.

James P. Herbert, Principal Engineer/Scientist
2.3 hours @ \$145.00 per hour\$ 333.50
Subtotal, Chippewa Trails Lots 9 & 10.....\$ 333.50

5919 St. Croix Avenue

Telephone conversations and emails with city staff; preliminary review of project.

James P. Herbert, Principal Engineer/Scientist
1.3 hours @ \$145.00 per hour\$ 188.50
Subtotal, 5919 St. Croix Avenue.....\$ 188.50

5929 St. Croix Avenue

Telephone conversations and emails with city staff; preliminary review of project.

James P. Herbert, Principal Engineer/Scientist
1.2 hours @ \$145.00 per hour\$ 174.00
Subtotal, 5929 St. Croix Avenue.....\$ 174.00
Subtotal Plat Review\$ 2,011.00

COMMISSION AND TAC MEETINGS

Attended August 16, 2012 Commission meeting.

Karen L. Chandler, Engineer/Scientist/Specialist III	
3.4 hours @ \$145.00 per hour.....	\$ 493.00
<i>Subtotal, Commission Meetings.....</i>	<i>\$ 493.00</i>

WATER QUANTITY

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

Technicians/Administrative.....	\$ 935.00
Expenses (Mileage/2WD vehicle)	\$ 102.72
<i>Subtotal, Water Quantity.....</i>	<i>\$ 1,037.72</i>

WATERSHED INSPECTION

Preparation of erosion control letter and distribution to each city.

James P. Herbert, Principal Engineer/Scientist	
1.0 hours @ \$145.00 per hour	\$ 145.00
Technicians/Administrative.....	\$ 731.00
Expenses (Mileage/vehicle rental).....	\$ 156.60
<i>Subtotal, Watershed Inspection</i>	<i>\$ 1,032.60</i>

FLOOD CONTROL PROJECT INSPECTION

Reviewed historical inspections and attended meeting with Commissioner Hoshal at the Medicine Lake Dam; prepared notes to the file.

James P. Herbert, Principal Engineer/Scientist	
3.2 hours @ \$145.00 per hour	\$ 464.00
Expenses (Mileage).....	\$ 11.10
<i>Subtotal, Flood Control Project Inspection</i>	<i>\$ 475.10</i>

TOTAL ENGINEERING.....\$ 12,238.42

SECRETARIAL SERVICES

SECRETARIAL SERVICES EXPENSES

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

Expenses (B&W/color copies/postage).....	\$ 267.99
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TOTAL SECRETARIAL SERVICES EXPENSES\$ 267.99

PLANNING

WATERSHED-WIDE XP-SWMM MODEL

Coordination regarding watershed-wide XP-SWMM model; inputs for Medicine Lake South, Medicine Lake North, Wirth Lake, Sweeney Lake, Bassett Creek Pond, Plymouth Creek, Main Stem Upstream and landlocked watersheds; performed upstream calculations; reviewed watershed topography; set up pipe system dataset; XP-SWMM runoff modeling, MS 9B and MS 9A watershed changes per site investigation, prepared time of concentration for Old Tunnel Area and added inlet type restrictions to crossings; reviewed new tunnel and old tunnel inverts and remodeled these structures; new watershed-wide map and addition of midstream watershed and maps for site investigation; prepared new maps and compared old/ new landlocked areas; flood pool elevation calculations.

Rita A Weaver, Engineer/Scientist/Specialist II	
1.0 hours @ \$100.00 per hour	\$ 100.00
Ross S. Mullen, Engineer/Scientist/Specialist I	
63.7 hours @ \$65.00 per hour	\$ 4,140.50
Technicians/Administrative	\$ 5,973.00
Expenses (Color plotter)	\$ 20.78
<i>Subtotal, Watershed-wide XP-SWMM Model</i>	<i>\$ 10,234.28</i>

WATERSHED-WIDE P8 WATER QUALITY MODEL

Created general location map; created data driven pages maps; production of preliminary pond survey maps; internal meetings; prepared P8 model inputs; finalized device spreadsheets for Westwood, Parkers, Turtle, Grimes/Rice ponds; finalized WOMP Temp and Precip files; set up Parkers, Turtle, Westwood, and Grimes/Rice P8 Models; worked on Sweeney, Wirth, Medicine, and Bassett Park Pond models; updated P8 models for Sweeney, Medicine Lake Direct, Medicine Lake NE; revised device spreadsheet issues for Wirth, Bassett Creek Park Pond, and Medicine Lake South; communications with Bill Walker regarding P8 model; worked on P8 problem regarding NA for loads for some pipes and devices; added Crane watershed to Medicine South model.

Timothy J. Anderson, Engineer/Scientist/Specialist III	
3.0 hours @ \$145.00 per hour	\$ 435.00
Gregory J. Wilson, Engineer/Scientist/Specialist III	
9.3 hours @ \$140.00 per hour	\$ 1,302.00
Margaret R. Rattei, Engineer/Scientist/Specialist II	
120.3 hours @ \$115.00 per hour	\$ 13,834.50
Brent A. Lindstrom, Engineer/Scientist/Specialist II	
4.4 hours @ \$115.00 per hour	\$ 506.00
Christopher J. Cremons, Engineer/Scientist/Specialist I	
3.0 hours @ \$65.00 per hour	\$ 195.00

Kelly A. Wild, Engineer/Scientist/Specialist I	
0.5 hours @ \$65.00 per hour	\$ 32.50
Margaret A. Wright, Engineer/Scientist/Specialist I	
0.5 hours @ \$65.00 per hour	\$ 32.50
Technicians/Administrative.....	\$ 275.00
<i>Subtotal, Watershed-wide P8 Water Quality Model</i>	<i>\$ 16,612.50</i>

NEXT GENERATION PLAN

Communications with Chair Black regarding Next Generation Plan task list; prepared for and attended August 20 Steering Committee meeting.

Karen L. Chandler, Engineer/Scientist/Specialist III	
4.6 hours @ \$145.00 per hour	\$ 667.00
Expenses (Mileage).....	\$ 3.33
<i>Subtotal, Next Generation Plan</i>	<i>\$ 670.33</i>

TOTAL PLANNING \$ 27,517.11

ANNUAL REPORT

TOTAL ANNUAL REPORT \$ 0.00

WATERSHED OUTLET MONITORING PROGRAM (WOMP)

TOTAL WOMP..... \$ 0.00

CAPITAL IMPROVEMENT PROJECTS (Funded through tax levy)

LAKEVIEW PARK POND

Prepared memo for August Commission meeting regarding 2013 tax levy; communications with counsel regarding levy.

Karen L. Chandler, Engineer/Scientist/Specialist III	
0.8 hours @ \$145.00 per hour	\$ 116.00
<i>Subtotal, Lakeview Park Pond.....</i>	<i>\$ 116.00</i>

PLYMOUTH CREEK RESTORATION PROJECT (2010 CR)

Collected information and completed semi-annual report for BWSR grant; follow-up communication with cities; published new reports and updated Bassett Creek website to meet BWSR requirements.

Jeffrey D. Weiss, Engineer/Scientist/Specialist II
3.4 hours @ \$100.00 per hour\$ 340.00
Subtotal, Plymouth Crk Restoration Project\$ 340.00

CRYSTAL-REGENT AVENUE (2010 CR)

Collected information and completed semi-annual report for BWSR grant; follow-up communication with cities; published new reports and updated Bassett Creek website to meet BWSR requirements.

Karen L. Chandler, Engineer/Scientist/Specialist III
1.1 hours @ \$145.00 per hour\$ 159.50
Jeffrey D. Weiss, Engineer/Scientist/Specialist II
2.5 hours @ \$100.00 per hour\$ 250.00
Subtotal, Crystal-Regent Avenue\$ 409.50

WISCONSIN AVENUE – CRYSTAL (2011 CR)

Performed BWSR grant reporting requirements and documentation; internal meeting and communications with BWSR; follow-up communication with cities.

Jeffrey D. Weiss, Engineer/Scientist/Specialist II
0.9 hours @ \$100.00 per hour\$ 90.00
Subtotal, Wisconsin Avenue - Crystal\$ 90.00

NORTH BRANCH (2011CR-NB)

Communication with City staff and its consultant; reviewed revised City of Crystal streambank stabilization plans and prepared email of recommendation to City of Crystal.

James P. Herbert, Principal Engineer/Scientist
5.6 hours @ \$145.00 per hour\$ 812.00
Jeffrey D. Weiss, Engineer/Scientist/Specialist II
1.4 hours @ \$100.00 per hour\$ 140.00
Subtotal, North Branch (2011CR-NB)\$ 952.00

POND NB-07 (NL-2)

Prepared for and attended August 14 Hennepin County Public Works, Environment and Energy Committee meeting; responded to Hennepin County request regarding water quality benefits of NB-07 project, including analysis of impact on Northwood Lake water quality; call to Hennepin County staff regarding county board questions about project; email to Chair Black regarding Hennepin County request for information; communications with Plymouth staff regarding levy and response to Hennepin County board concerns; prepared memo for August Commission meeting regarding 2013 tax levy; prepared email to Hennepin County staff responding to county board comments; provided feasibility study to Hennepin County staff; communications with Chair, and Plymouth and New Hope staff regarding August 14, 2012 committee meeting.

Karen L. Chandler, Engineer/Scientist/Specialist III
14.4 hours @ \$145.00 per hour\$ 2,088.00

Gregory J. Wilson, Engineer/Scientist/Specialist III		
6.2 hours @ \$140.00 per hour	\$	868.00
Margaret R. Rattei, Engineer/Scientist/Specialist II		
1.4 hours @ \$115.00 per hour	\$	161.00
Jennifer A. Koehler, Engineer/Scientist/Specialist II		
4.4 hours @ \$105.00 per hour	\$	462.00
Expenses (Mileage/parking)	\$	10.05
<i>Subtotal, Pond NB-07.....</i>	<i>\$</i>	<i>3,589.05</i>

WIRTH LAKE OUTLET MODIFICATION (WTH-4)

Collected information and completed semi-annual report for BWSR grant; published new reports and updated Bassett Creek website to meet BWSR requirements.

Jeffrey D. Weiss, Engineer/Scientist/Specialist II		
1.5 hours @ \$100.00 per hour	\$	150.00
<i>Subtotal, Wirth Lake Outlet Modification</i>	<i>\$</i>	<i>150.00</i>

TOTAL CAPITAL IMP PROJECTS (Tax Levy)\$ 5,646.55

CAPITAL IMPROVEMENT PROJECTS (Funded through Flood Control Project Long-term Maintenance Funds)
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TOTAL CAPITAL IMPROVEMENT PROJECTS (Maintenance Funds)	\$	0.00
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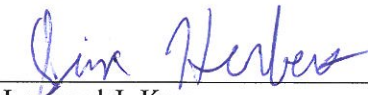
TMDL STUDIES

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

Total Engineering.....	\$ 12,238.42
Total Secretarial Services Expenses	\$ 267.99
Total Planning.....	\$ 27,517.11
Total Annual Report	\$ 00.0
Total WOMP	\$ 0.00
Total Capital Improvement Projects (Tax Levy)	\$ 5,646.55
Total Capital Improvement Projects (Maintenance Funds)	\$ 0.00
Total TMDL Studies	\$ 0.00
TOTAL PAYABLE	\$ 45,670.07

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

September 6, 2012

Bassett Creek Watershed Management Commission (BCWMC)
Attn: Sue Virnig, Deputy Treasurer
7800 Golden Valley Road
Golden Valley, MN 55427

For contracted services August 1, 2012, through August 31, 2012

Administrative Services to BCWMC

- Organized the August 16th 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 August meeting minutes; Coordinated August 30th Administrative Services Committee meeting and distributed meeting materials; Assisted with preparation of September 6th TAC meeting agenda and distributed TAC meeting materials; Coordinated BCWMC-approved revisions to 2013 budget and assessment tables/ completed revisions to 2013 budget explanation document; mailed and e-mailed final budget tables, budget explanation, and cover letter to BCWMC member cities and e-mailed copies to the BCWMC and TAC; Ordered flower delivery to City of Golden Valley Public Works Department as thank you for work on Ed Silberman Memorial dedication ceremony; Updated BCWMC Roster and mailing labels; Created meeting notices for August meetings.

35.5 hours @ \$57.00 per hour \$2,023.50

BCWMC Meetings

Set up and attended the August 16th BCWMC meeting (coordinated room reservations, ordered/ received catering, coordinated agenda, prepared and provided handouts not in meeting packet; recorded meeting)

5.0 hours @ \$57.00 per hour \$285.00

CIP Administrative Services

Coordinated the publication of the September 20th Public Meeting continuation and Public Hearing notice (Finance & Commerce, Sun Newspapers, Lakeshore Weekly News);

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

Expenses

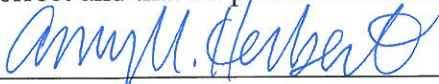
September 20th meeting catering from Jimmy John's \$116.16

Mileage

Roundtrip mileage between Chanhassen and Golden Valley City Hall for August
16th BCWMC meeting (17.08 miles x 0.555 = \$9.48)..... \$9.48

Subtotal Administrative Services	\$2,434.14
Subtotal CIP Administrative Services	\$42.75
Total Current Billing:	\$2,476.89

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

Location: #0402 8008 Olson Memorial Hwy
 Phone: 7635443671
 Address: 8008 Olson Memorial Hwy, Minneapolis, MN 55427

[ONLINE ORDERING](#) [MY ACCOUNT](#) [ORDER HISTORY](#) [WCS](#) [LOGOUT](#)

Payment

★ STEP 1 - LOGIN ★ STEP 2 - DELIVERY/PICKUP ★ STEP 3 - ORDER ★ **STEP 4 - PAYMENT** ★ DONE ★

[BACK](#)

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You will receive an email confirmation shortly after it is received by the store. If you do not receive a confirmation email within 10 minutes of placing your order, please contact the store directly using the details displayed at the top of the page.

If you need to place a sales tax exempt order please call your nearest Jimmy John's store.

Location: #0402 8008 Olson Memorial Hwy
 Scheduled: 9/20/2012 11:00 AM - 11:15 AM
 For: DELIVERY
 Address: BCWMC at Golden Valley City Hall, 7800 Golden Valley Rd, Golden Valley, MN 55427
 Company: BCWMC at Golden Valley City Hall
 Contact: Amy Herbert; 952-832-2652;

Qty	Item	Each	Price \$
1	30 piece Party Platter	\$45.63	\$45.63
1	J.J.B.L.T.	\$0.00	\$0.00
1	J.J.B.L.T.	\$0.00	\$0.00
1	#1 PEPE	\$0.00	\$0.00
1	#1 PEPE	\$0.00	\$0.00
1	#4 TURKEY TOM	\$0.00	\$0.00
1	#4 TURKEY TOM	\$0.00	\$0.00
1	#4 TURKEY TOM	\$0.00	\$0.00
1	#5 VITO	\$0.00	\$0.00
1	#5 VITO	\$0.00	\$0.00
1	#6 VEGETARIAN	\$0.00	\$0.00
10	Chips	\$1.50	\$15.00
	Regular Chips		
6	Chips	\$1.50	\$9.00
	BBQ Jimmy Chips		
2	Cookie Tray	\$18.64	\$37.28
	Chocolate Chunk Cookies		

To change your order [EDIT](#)

SUBTOTAL:	\$106.91
DELIVERY:	\$3.00
TAX:	\$6.25
TOTAL:	\$116.16

PAYMENTS:

VISA (**0104)	116.16
BALANCE:	0.00
TOTAL CREDIT:	116.16
TOTAL CHECK:	0.00
TOTAL CASH:	0.00

[EDIT PAYMENT](#)

Delivery Instructions 2nd floor Council Conference room 763-593-3991

(max len of 50)

You have 4 characters left for delivery instructions.

☐ Always use these delivery instructions for this address

Finance & Commerce, Inc.

1 of 1

730 2nd Avenue S Suite 100
Minneapolis, MN 55402-2418
1 (612) 333-4244

COPY FOR YOUR FILE ONLY NOT PROOF OF PUBLICATION

Amy Herbert
Basset Creek Watershed Management Commission
4700 W 77th St
Minneapolis, MN 55435-4818

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PO #:
Order #: 10130818
Ad #: 20245537
Placement: Finance and Commerce
Government
Hearings
Schedule: 8/30/2012 - 9/6/2012
2 inserts
Ad Charge*: 141.09
Add'l Charges/Disc*: 0.00
Payment Amount: 0.00
AMOUNT DUE: 141.09

ORDER KEYWORDS:

PH on September 20, 2012 RE: BCWMC
Capital Improvement Project NL-2

* * * *

Official Publication BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

NOTICE OF PUBLIC HEARING/ CONTINUATION OF PUBLIC MEETING

Public Hearing regarding
Proposed Improvements
Contained in Proposed and
Adopted Minor Plan
Amendments to the Bassett
Creek Watershed Management
Commission's *Watershed
Management Plan* and
Continuation of Public
Meeting regarding Proposed
Minor Plan Amendment to
the Bassett Creek Watershed
Management Commission's
Watershed Management Plan

(Published in
Finance and Commerce
August 30,
September 6, 2012)

NOTICE IS HEREBY GIVEN that the Bassett Creek Watershed Management Commission (BCWMC) will meet at 11:30 a.m. on Thursday, September 20, 2012, at Golden Valley City Hall, 7800 Golden Valley Road, Golden Valley, Minnesota, to continue the public meeting of July 19, 2012, and to hold a public hearing. Interested persons are invited to attend. The purpose of the continuation of the public meeting is to offer the opportunity to hear testimony and comments of the public and member cities regarding the proposed minor plan amendment to the BCWMC's *Watershed Management Plan*. The purpose of the public hearing is to hear testimony and comments of the public and member cities on two proposed improvements, one contained in the proposed minor plan amendment, which involves the following:

- BCWMC Capital Improvement Project NL-2, "Four Seasons Mall Area Water Quality Project" in the City of Plymouth. The estimated cost of this project is \$990,000 and the project is scheduled for 2013. The goal of this project is to reduce phosphorus loadings to Northwood Lake (an impaired water). The proposed project includes constructing two new water

quality treatment ponds along with restoration of an eroding stream channel. The combination of ponding and stream restoration would reduce phosphorus loadings by an estimated 85 - 108 pounds per year.

The second proposed improvement was contained in the BCWMC's Resolution 11-08, adopted on September 15, 2011, approving the major plan amendment. The improvement involves the following:

- BCWMC Capital Improvement Project ML-8, Lakeview Park Pond, in the City of Golden Valley. The estimated cost of this project is \$196,000 and the project is scheduled for 2013. The goal of this project is to reduce phosphorous loadings to Medicine Lake by 15 pounds per year. The proposed project includes constructing a pond at Lakeview Park within the Medicine Lake watershed.

The proposed method by which the costs of the improvements are to be paid is a levy of an ad valorem property tax by Hennepin County on property within the Bassett Creek Watershed.

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION
Ginny Black, Chair

10130818

**Changes to this order may result in pricing changes.*



INVOICE

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Bill To:

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

Invoice # : 00130267

Invoice Date : 8/29/2012

Fed Tax ID # : 48-1291735

SALESPERSON		P.O. NUMBER	PAGE #	PLEASE MAKE CHECKS PAYABLE TO: LAKESHORE COMMUNICATIONS, LLC		
Legals			1			
QTY.	ITEM NO.	DESCRIPTION		PRICE	DISC %	EXTENDED
1	LN	Legal Notice - 08/28/2012 Lakeshore Weekly News		\$115.50		\$115.50
		Public Hearing Notice - Watershed Mgmt. Plan				
1	LN	Legal Notice - 09/04/2012 Lakeshore Weekly News		\$115.50		\$115.50
		Public Hearing Notice - Watershed Mgmt. Plan				

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To Avoid 1.5% Monthly Finance Charge (18% APR) Pay Balance Due By: 9/13/2012



689 WINNETKA AVE N
GOLDEN VALLEY MN 55427-4528
763-593-1777
www.bwfloral.com

Invoice

Date	Invoice #
8/31/2012	101721

BCWMC
AMY HERBERT
C/O BARR ENGINEERING
4700 W 77TH ST
MINNEAPOLIS MN 55435-4803

Terms
Due and payable upon receipt

Date	Description	Recipient	Ordered by	Amount
8/27/2012	FRESH CUT ARRANGEMENT + DELIVERY	GOLDEN VALLEY PUBLIC WORKS	AMY HERBERT	\$50.00

Please remit to the above address.
Thank you for your business!

Subtotal \$50.00

Sales Tax (7.275%) \$0.00

Balance Due \$50.00

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. _____

RESOLUTION AMENDING BYLAWS

WHEREAS, the Board of Commissioners of the Bassett Creek Watershed Management Commission has considered proposed amendments to its Bylaws; and

WHEREAS, notice of proposed changes have been submitted to all member cities and persons entitled to notice in accordance with the requirements of the Commission's Joint Powers Agreement and Bylaws; and

WHEREAS, the Board has determined that it is reasonable, expedient and in the best interest of the public to amend the Bylaws of the Commission.

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

1. The Commission's Bylaws are amended to the form attached to this Resolution.
2. The Commission Secretary is directed to provide a copy of the Amended Bylaws to the clerk of each member city.

Adopted by the Board of Commissioners of the Bassett Creek Watershed Management Commission this 20th of September, 2012.

Chair

ATTEST:

Secretary

Kennedy

&

GravenCHARTERED

Charles L. LeFevere
470 US Bank Plaza
200 South Sixth Street
Minneapolis MN 55402

(612) 337-9215 telephone
(612) 337-9310 fax
clefevere@kennedy-graven.com
<http://www.kennedy-graven.com>

MEMORANDUM

Date: July 25, 2012

To: Clerks of Member Cities of the Bassett Creek
Watershed Management Commission

From: Charlie LeFevere, legal counsel
Bassett Creek Watershed Management Commission

Re: Proposed Amendment to Bassett Creek Watershed Management
Commission Bylaws

Your city is a member of the Bassett Creek Watershed Management Commission. Under the Joint Powers Agreement between the members of the Commission, the Board of the Commission is authorized to adopt and amend bylaws. The bylaws provide that seven days' prior notice of a proposed amendment to the bylaws must be furnished to each member of the Commission.

Attached is a copy of the proposed, amended bylaws and a redline copy of the bylaws showing the proposed changes to the current bylaws.

Most of the proposed changes are technical. These changes include corrections to grammar, consistent use of terminology, change to gender neutral language, and the like.

There are three changes that are more substantive in nature.

The first is a proposed change that would amend Article V, Section 9 by deleting the specified order of business for Board meetings, which would allow the Board to determine the order of business.

The second is a proposed change that would amend Article VII, Section 7 to delete the requirement that a roll call vote be taken on the expenditure of any Commission funds. This would allow the Board to act on routine claims as a part of the consent agenda. The Commission is subject to the requirements of Minnesota Statutes, Section 13D.01, subd. 4, which requires roll call votes on the appropriation of money, subject to certain exceptions such as payment of claims. The proposed amendment would not affect votes subject to that statutory requirement.

The third is a proposed change that would amend Article V, Section 5 to allow written notice of regular and special meetings to be "sent" rather than "mailed", to allow for notices to be sent by electronic means.

The Bassett Creek Board intends to act on the proposed amendment at its regular meeting of August 16, 2012. You are welcome to attend that meeting if you wish to do so. If you have any questions or comments about the proposed amendments, please feel free to contact me at the telephone number or address listed above.

CLL:peb
Attachment

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 Commissioner. The Board shall be the governing body of the Commission.

Sec. 4. ~~"Council" means the governing body of a governmental unit which is a member of~~ this "Commissioner" means the person appointed by a Member to serve on the Board of the Commission.

Sec. 5. ~~"Governmental Unit" means any city, county or town.~~ "Alternate Commissioner" means the person appointed by a Member to act as a Board member in the absence of the appointed Commissioner.

Sec. 6. ~~"Member"~~ "Council" means the governing body of a governmental unit ~~which entered into the Agreement~~ that is a member of the Commission.

Sec. 7. ~~"Agreement" means the "~~"Governmental Unit" means any city, county or town.

Sec. 8. "Member" means a Governmental Unit that entered into the Agreement.

Sec. 9. "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.~~ Sec. 10. "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 ~~III~~IV, 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 aforestated 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~~sent at least four days prior to each meeting and written notice of special meetings shall be ~~mailed~~sent 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 Thursday, July 26, 2012
9:14:16 AM

Input:	
Document 1 ID	PowerDocs://DOCSOPEN/110160/1
Description	DOCSOPEN-#110160-v1-BASSETT_CREEK_BYLAWS_9/13
Document 2 ID	PowerDocs://DOCSOPEN/110160/3
Description	DOCSOPEN-#110160-v3-BASSETT_CREEK_BYLAWS_9/13
Rendering set	Standard

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

Statistics:	
	Count
Insertions	107
Deletions	126
Moved from	0
Moved to	0
Style change	0
Format changed	0
Total changes	233



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 amendmentDirects 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 amendmentHolds public hearing to order project (45–day notice required per JPA)Orders project (resolution)Certifies levy to Hennepin CountyApproves cooperative agreement for project.

7.

City
of Golden Valley
www.ci.golden-valley.mn.us

June 10, 2011

City Hall
7800 Golden Valley Road
Golden Valley, MN 55427-4588
763-593-8000
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763-593-2968 (TTY)

Mayor and Council
763-593-8906

City Manager
763-593-8002

Public Safety
Police: 763-593-8079
Fax: 763-593-8079
763-593-8008 (fax)

Public Works
763-593-8010
763-593-7988 (fax)

Inspections
763-593-8090
763-593-5997 (fax)

Motor Vehicle Licensing
763-593-8101

Planning and Zoning
763-593-8093

Finance
763-593-8013

Assessing
763-593-8020

Park and Recreation
300 Broadway Parkway
Golden Valley, MN 55426-1364
763-593-2302
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763-593-3968 (TTY)

Linda Loomis, Chair
Bassett Creek Watershed Management Commission
c/o Barr Engineering Co.
4700 West 77th Street
Minneapolis, MN 55435

Subject: Update to Lakeview Park Pond Concept Study
BCWMC CIP Project No. ML-8

Dear Chair Loomis:

In preparation for the upcoming BCWMC public hearing on the proposed major plan amendment, which includes the addition of Lakeview Park Pond to the BCWMC CIP, the City of Golden Valley would like to provide you with project information, including clarification of the project scope and updated project costs.

The City retained the consulting engineering firm of Bonestroo Rosene Anderlik and Associates (now Bonestroo) in 2004 to prepare a concept study for the Lakeview Park pond. The concept study determined that the pond construction in Lakeview Park was technically feasible, and preliminary layouts and cost estimates were developed. The study is attached to this letter for your reference.

The study found that construction of the pond in Lakeview Park provides significant water quality benefits to Medicine Lake. The proposed pond would be constructed to meet the BCWMC Level 1 standards for water quality ponding, and would remove approximately 83% of the total suspended solids and 52% of the phosphorus from storm water leaving Golden Valley and entering Medicine Lake. In addition, the construction of this pond would also increase the efficiency of the water quality ponds constructed adjacent to Medicine Lake by the City of Plymouth and the BCWMC. The proposed pond would be located in the northern portion of Lakeview Park, utilizing a portion of the park where there is often standing water following heavy rains.

The concept study included an alternative location for the pond in an effort to create space in the park and to give the pond a more natural shape.

This alternative involved the removal of asbestos bonded storm pipe and the removal and replacement of sanitary sewer facilities. Due to the significant cost, the alternative pond location and associated work has now been eliminated from the scope of this project.

The City instead plans to utilize funding through its Inflow & Infiltration Reduction Program to line and seal the existing sanitary sewer facilities to a watertight condition. This may provide flexibility in the overall shape and design of the pond. The asbestos bonded storm sewer pipes would be avoided or abandoned in place if possible, although some removal may be necessary.

The preliminary cost estimate for the "basic" pond and restoration was approximately \$146,000 in 2004. The City has adjusted this estimate to \$196,000 to account for inflation and factors mentioned above. This estimated cost is reflected in the BCWMC proposed CIP, which will be presented at the public hearing next week.

The City of Golden Valley looks forward to working with you in achieving the goals of the BCWMC. Please feel free to call me or Eric Eckman if you have any questions about the Lakeview Park Pond project.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Oliver", followed by the word "for" in a smaller, simpler font.

Jeff Oliver, PE
City Engineer

Enclosure

C: Tom Burt, City Manager
Jeannine Clancy, Director of Public Works
Bert Tracy, Public Works Maintenance Manager
Dave Lemke, Utilities Supervisor
Al Lundstrom, Park Maintenance Supervisor
Rick Jacobson, Director of Park and Recreation
Eric Eckman, Public Works Specialist
Len Kremer, Barr Engineering Co.



June 10, 2011

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**Lakeview Park—
Proposed Water Quality Pond**

City of Golden Valley

**August, 2004
Bonestroo File No. 1438-04-105**

Lakeview Park-- Proposed Water Quality Pond

Table of Contents

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III. Goals and Options to Address the Issues	5
IV. Conclusions, Cost Estimate and Next Steps	12

I. Project Summary

Issues. This project focuses on the potential benefits and feasibility of constructing a water quality treatment pond in Lakeview Park. The City identified several issues of concern in this area, which are as follows:

- This area of Golden Valley drains to Medicine Lake directly without any water quality treatment or Best Management Practices (BMP's).
- The watershed area east of Medicine Lake is fully developed. Few opportunities remain to provide substantial water quality treatment to runoff from this area before it enters the lake.
- Low lying homes on the east side of the park have historically had flooding problems during large storm events.

This project included several steps to analyze problems in this area, and identify and evaluate options to address the water quality and flooding concerns:

- Assessment of existing land use and watershed conditions in the area
- Quantification of existing water quality and potential for improvement with proposed ponds in Plymouth and Lakeview Park in Golden Valley
- XP-SWMM modeling of the existing conditions to verify flooding conditions

Recommendations. This report summarizes the analysis, and recommends the following:

- **Based on the potential water quality benefits to Medicine Lake, construct a water quality pond in the current location of standing water within Lakeview Park**
- **Design the pond with a natural appearance that will serve as an amenity to the park and surrounding area.**

The analysis indicates that the proposed pond in Lakeview Park would provide a high level of sediment and phosphorus removal from the immediate watershed area, meeting the Bassett Creek Watershed's Level I requirements, and would substantially improve the performance of a water quality pond proposed downstream in Plymouth.

The location of the proposed water quality pond is currently all City parkland. A major portion of the park is not usable for recreational activities much of the time and difficult to maintain due to shallow standing water. This area was a wetland prior to development of the surrounding neighborhood. The proposed water quality pond would be constructed in that location.

The report also notes two issues related to development of the proposed water quality pond:

- **Constructability.** Construction plans will need to address the difficult soils in the area, and include an approach to address the asbestos-lined stormwater pipe and existing sanitary sewer pipe in the park.
- **Flooding issues.** The report identified some options to address flooding issues around the park. The City will need to evaluate the costs, advantages, and disadvantages of these options to determine whether flooding issues should be addressed along with development of the water quality pond.

II. Issues and Problems

A. Water Quality

The existing neighborhood and associated streets and storm sewer appear to have been constructed during the 1960's. Soils maps for the Lakeview Park area indicate that the area was at one time a low-lying wetland that was connected to Medicine Lake. As was standard at the time, much of the wetland area was filled to allow the construction of homes and associated streets. No features were included to provide any water quality treatment, which is also typical of development during that era.

This area of Golden Valley drains through storm sewer under Trunk Highway 169 (TH 169) into Plymouth and then into Medicine Lake. (See Figure 1). Over the years, large sediment deltas have formed at the storm sewer outlet to Medicine Lake. As a result, occasional maintenance is required to remove the sediment delta. The delta is also an indication that other pollutants, such as phosphorus, are entering Medicine Lake from this watershed. As is the case within Golden Valley, no water quality treatment exists within the watershed in Plymouth or along the TH 169 ROW.

The City of Plymouth has recently undertaken some efforts to improve the water quality entering Medicine Lake from this watershed. The City is planning to construct a water quality pond on City-owned land located just upstream from Medicine Lake. However, due to limited space, the pond is not designed to treat all the runoff from the watershed. Instead, a manhole that diverts smaller storms to the proposed water quality pond will be constructed. In this manner, the "first flush" of pollutants will be forced through the water quality basins. Modeling indicates that this configuration will remove approximately 38% of the Total Suspended Solids (TSS) and 23% of the Total Phosphorous (TP) from the runoff in the watershed. While an improvement over existing conditions, typical standards for new construction in the Bassett Creek Watershed would result in total TSS removals of 90% and TP removals of around 60%. Clearly, if more could be done to treat water in this watershed, there would be a benefit to Medicine Lake.

B. Flooding Issues

Lakeview Park is located over what was at one time a wetland that was filled during the 1960's. Filling activities raised much of the land surrounding the park to higher elevations to allow development of the current single-family homes. The natural topography also funneled most of the runoff in the area towards the park.

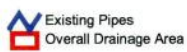
The park itself lies at the lowest elevations along the east side of TH 169. If no storm sewer existed in this area, all the water would naturally run towards the park. TH 169 is several feet higher than the park, effectively creating a closed basin if there were no storm sewer.

Storm sewer does collect runoff from the streets surrounding the park, slightly altering the drainage patterns in the area. A large storm sewer drains to the west at a relatively flat grade, under TH169, and then to Medicine Lake. This storm sewer also collects runoff from TH 169 and Plymouth before discharging to the lake.



600 0 600 Feet

Legend



City of Golden Valley
Overall Watershed Map

Lakeview Park Pond

Figure 1



June 2004



drive:\client\project\cad\avproj\filename.apr layout: comments

During large storm events, water pools and ponds within the park. When this occurs, it sometimes rises to elevations that cause damage to homes located on the east side of the park. City staff reports that these homes have been flooded several times and remain an ongoing concern.

C. **Park Conditions**

Lakeview Park currently is home to several active recreational activities, such as ice-skating, soccer, basketball, and softball. However, a large portion of the park, located in the northeastern half, remains relatively unusable for active recreation. The ground in this area is often wet, and it is not unusual for shallow water to remain standing in this area for long periods of time.

Within the area of shallow water, the predominant vegetation at this time appears to be grass that is mowed when possible. The existing trees include several willow trees and several large cottonwood trees. This vegetation is typical of an area that is wet for extended periods of time.

A berm extended north to south through the central portion of the park. This berm indicates the location of existing storm sewer and sanitary sewer that run through the park.

These current conditions create an area of the park that is difficult to maintain and includes a large area that is of limited benefit to the neighborhood.

III. Goals and Options to Address the Issues

A. Project Goals

The City identified the following goals for its efforts to address the issues identified in the project area:

- Improve water quality protection for Medicine Lake
- Reduce the potential for the flooding of adjacent residents
- Create an amenity for Lakeview Park

Bonestroo staff identified potential options for meeting the goals in this area, and discussed the pros and cons of each item with City Staff. These options are described in the sections that follow.

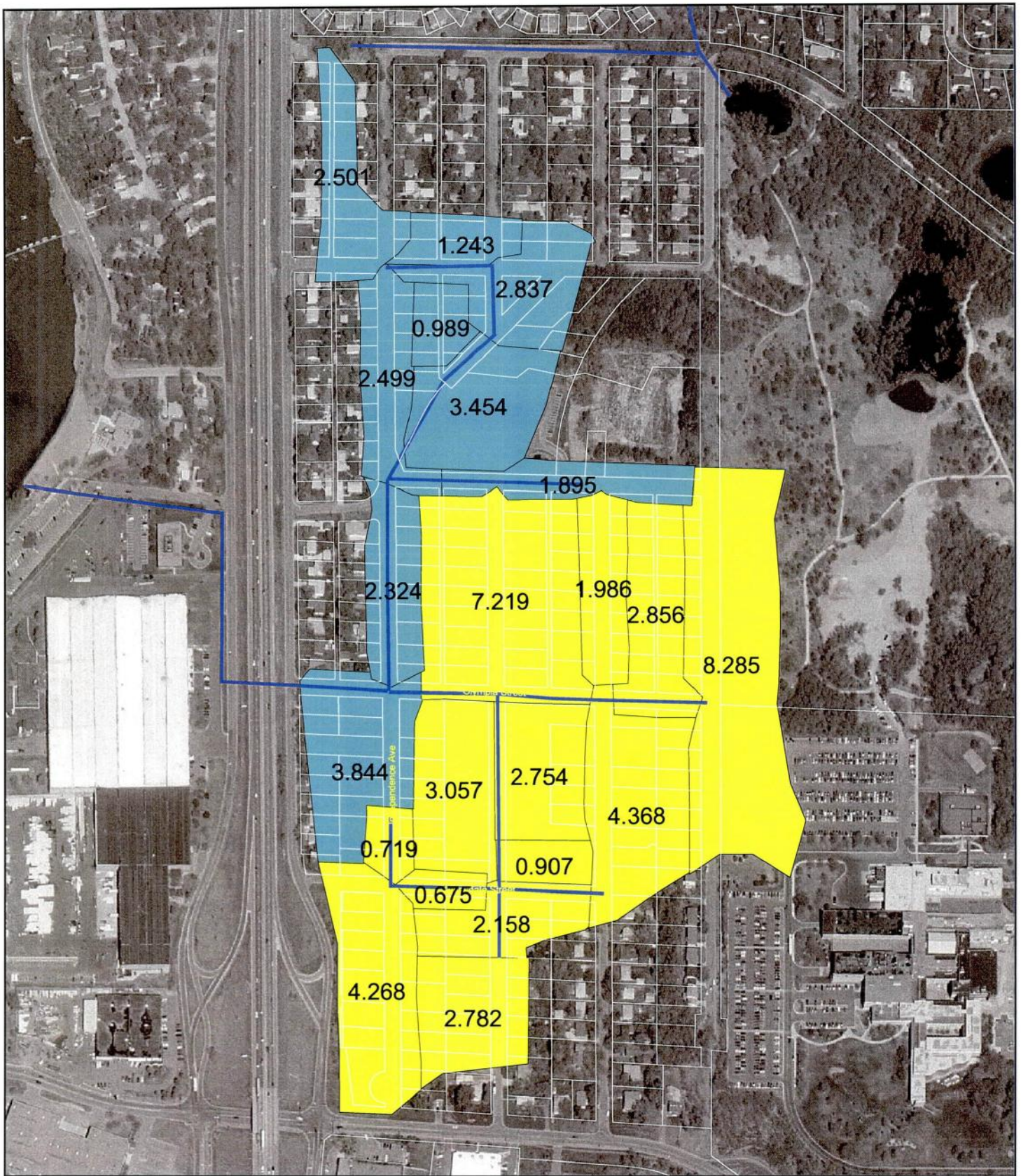
B. Proposed Water Quality Pond

If new development were to occur in this area, it would require a water quality pond that meets the Bassett Creek Watershed Management Commission's Level I Water Quality requirements. Specifically, this requires that the pond have the dead storage volume (or water quality storage volume) equal to or larger than the runoff from a 2.5" rainfall event falling over the watershed. This was used as the baseline for sizing the proposed water quality pond. While not technically required in this case, it is the City's intention to meet the Level I requirements.

The potential drainage area that could be served by the proposed water quality pond is shown on Figure 2. Based on the Bassett Creek Level I requirements, the proposed pond must have the dead storage volume equal to or greater than 3.6 acre-feet (total excavation required is approximately 6000 Cubic Yards). The preferred alignment of such a pond to maximize detention time is to have a length to width ration of 3:1. To size the pond, it was assumed the pond would have a 10:1 aquatic vegetation bench for the first foot below the normal water level (NWL), with 4:1 slopes beneath the bench to a maximum depth of 8 feet.

These calculations result in a pond with a surface area of 0.7 acres. A rough footprint of this size is shown on Figure 3. This footprint is purely shown to give an approximation of the area required to meet the Level I requirements. The pond could be designed and constructed with a more irregular, natural shape. As the figure shows, a pond meeting the Level I requirements could easily fit into the portion of the park that is not currently used for active recreational purposes. The water quality pond would not eliminate or reduce the area of the park available for active recreational pursuits.

The water quality model P8 was used to predict the impacts of constructing a water quality pond of this size. Based on treating the area shown on Figure 3, the proposed pond provides 83% TSS Removal and 52% TP removal for this drainage area. In conjunction with the pond proposed by Plymouth, the overall removal efficiencies from the entire watershed draining to Medicine Lake are raised to 51% TSS removal (an 34% increase from Plymouth's ponds alone) and 32% TP removal (a 39% increase in removals).



City of Golden Valley

Legend

- Parcels
- Existing Pipes
- Approximate Drainage Boundaries
- Untreated
- Treated

XP-SWMM Drainage Boundaries

Figure 2

400 0 400 Feet







June 2004

**Bonestroo
Rosene
Anderlik &
Associates**
Engineers & Architects

drive:\client\project\cad\avproj\filename.apr layout: comments



Legend

-  Proposed Pipes
-  Proposed Pond.shp
-  Parcels
-  Existing Pipes

City of Golden Valley
Lakeview Park Modifications

Figure 3

Figure 1

50 0 50 Feet



June, 2004

 **Bonestroo
 Rosene
 Anderlik &
 Associates**
 Engineers & Architects

The following table demonstrates the impacts of existing conditions, Plymouth's proposed ponds, and the additional impact Golden Valley's ponds could have.

Scenario	TSS to Medicine Lake (lbs/year)	% Removed	TP to Medicine Lake (lbs/year)	% Removed
Existing	47,100	0%	171	0%
Plymouth Pond Only	29,000	38%	132	23%
Plymouth and Lakeview Park Ponds	23,200	51%	117	32%

Clearly, there are benefits to constructing a water quality pond in this location.

If the size of the proposed water quality pond were increased even more, the removal efficiencies would be even higher. However, at the volume described above, additional excavation will result in proportionally smaller and smaller increases in removal efficiencies. Effectively, there is a point of diminishing returns with increased volume, and the proposed pond is reaching the upper end of removal efficiencies.

C. Flooding Impacts

To evaluate the potential impacts or benefits of constructing a water quality pond, the existing network of storm sewers and drainage areas was modeled using the software program XP-SWMM. XP-SWMM is a powerful hydrologic and hydraulic modeling tool used to evaluate storm sewer networks with potentially difficult hydraulics, such as pipe surcharging, localized street flooding, and flow reversals.

After completing the modeling, a 100-year high water level (HWL) of approximately 897.0 was found for the 100-year, SCS Type II storm with a total rainfall of 6.0 inches. Based on the contour data provided, it appears this would be sufficient to impact some of the homes located on the east side of the park.

The existing flooding condition is created by two factors. The first is the local drainage making its way into the low area. This by itself likely would not be enough to cause the observed flooding. However, in conjunction with the pipes downstream of the pond surcharging and reversing flow, water that makes its way to the low area cannot drain until the downstream pipe system has capacity. Effectively, the water is held in place and forced back into the low area until the peak flows from TH 169 and Plymouth pass through the system. The combination of the two factors causes the existing flooding problems.

In order to reduce flooding in this situation, there are four ways to "fix" or reduce flooding. They are, in no particular order, reduce the drainage area to the problem, install a bigger outlet to remove the water faster, provide additional flood storage, or remove the problematic structures.

In this case, reducing the drainage area is not an option. The drainage area that affects the flooding in this area is effectively everything tributary to the outlet pipe to Medicine

Lake. Simply reducing the direct drainage area to the park does not fix the surcharging problem there today. It also runs contrary to the idea to providing water quality treatment for as large an area as possible.

Installing a bigger outlet is possible as rate control is not an issue for this pond. Medicine Lake is immediately downstream which provides more than enough rate control for Bassett Creek. However, the required pipes would be large. The existing pipes are 54" equivalent arch pipes for much of the way, and these would need to be enlarged. The fact that they are arch pipes suggests that ground cover over the pipes is a concern, and larger pipe may not be feasible from that standpoint. Installing larger pipes would also require jacking beneath TH 169 and enlarging pipes in Plymouth. Essentially, the pipe would need to be replaced all the way from Lakeview Park to Medicine Lake.

Increasing the storage area is a possibility within the park. In some cases, this can be accomplished by lowering the normal water level of the low area. In this case, the invert of the pipes leaving the park is only about a foot lower than the existing outlet invert. This small increase in storage is not sufficient to dramatically lower water levels. If more storage is desired, this could be accommodated by using more of the active recreation areas of the park or by acquiring and removing the adjacent homes with flooding issues, and enlarging the proposed pond.

As a final alternative, the flooding problem could be addressed by removing the homes with openings below the high water level, while creating no additional storage.

Given conditions in the study area, creation of a water quality pond in the proposed location would not change the 100- year high water level. The dead storage created in the water quality pond (storage below the normal water level) does little to increase flood storage.

Thus, the proposed water quality pond would do little to reduce the potential for flooding in the area. Flooding could be addressed, by 1) increasing the size of the outlet pipes, 2) increasing the storage area of the pond by expanding it into the area devoted to active recreation or existing structures, or 3) purchase and removal of affected structures.

D. The Pond as a Park Amenity

Water quality ponds are frequently designed as amenities in new neighborhoods. The pond proposed for Lakeview Park could serve as an amenity to the park and surrounding development or redevelopment. Space is available in the low, wet area of the park to create an attractive pond, add plantings, and perhaps a walking path around the pond that will enhance the park and provide additional passive recreation for neighborhood residents. At the same time, the City could consider the need for redesign or renovation of other areas in the park to meet current and future needs of the neighborhood.

The pond could be extended into low areas in the northwest portion of the park, to create a pond with natural shape. This would require removal of existing storm water pipes and relocation of the existing sanitary sewer pipes within the park, and reconstruction of the existing pathway.

Residents are often concerned that ponds may serve as mosquito-breeding areas. Research related to West Nile Virus and stormwater management facilities suggests that wet meadows or semi-permanent wetlands are the ideal conditions for mosquito development, and that typical storm water ponds with large areas of open water are poorer habitat for mosquito breeding. This research suggests that elimination of the damp meadow area in the park and replacement with a permanent area of open water may be of benefit in eliminating a prime mosquito breeding location as well as providing water quality benefits to Medicine Lake and additional passive recreation for the neighborhood. (Ramsey-Washington Metro Watershed District, *West Nile Virus and Stormwater Management*, July 2003)

E. Potential Issues

There are three constructability issues that the City should consider when in designing a water quality pond in this location: 1) the condition of the existing soils, 2) the presence of asbestos materials in some of the existing storm sewer, and 3) the existing sanitary sewer line within the park.

Record plans for the storm sewer serve as an indicator of the soils under the park, as do the soils maps. The soils maps show the presence of wetland soils, and the storm sewer record plans show that nearly all the pipe in the park was placed on pilings to support it in the soft soil.

This suggests that the soils in the area of the proposed pond may have difficulty supporting heavy loads, such as earthmoving equipment. It is likely that any pond excavation work would need to be completed during the winter under frozen ground conditions, which can support heavier loads. Thus, the timing of pond excavation should be considered in scheduling any project.

The second issue is the presence of Asbestos Bonded Corrugated Metal Pipe. The storm sewer running through the park is all made of this material, while the pipes in the surrounding streets are all reinforced concrete. This pipe material was used in the park as the soils were poor and corrugated metal pipe is lighter, and thus "floats" better in the poor soils. The asbestos bonding was used to provide resistance to corrosion.

While relatively uncommon, the asbestos bonded corrugated metal pipe is present here according to record plans. In general, there are two ways to deal with this material—work around it and avoid disturbance, or remove it.

The first option is to work around the pipes. In this case, an existing manhole in the park could be modified to reroute stormwater into the new water quality pond, rather than only serving as a drain from the existing shallow water area. The section south of the manhole would remain in use, and the section north would be bulk-headed and left in place. The outlet from the water quality pond would connect to the existing concrete pipe north of the park.

Removal of the asbestos bonded CMP, would substantially increase the costs of the proposed project (see cost estimate). A trained crew would be required to remove the hazardous materials safely and dispose of them properly. The advantage of this approach is that it would permanently eliminate a potential problem from the park. The disadvantage is the extra cost associated with removal of the asbestos material. The

City can evaluate the alternatives and chose to avoid or remove the asbestos bonded CMP if it moves forward with design and construction of the proposed pond.

If the City chooses to design the pond to extend to the low area in the northwest portion of the park, across the existing storm sewer and sanitary sewer lines, it would need to remove both the storm sewer and sanitary sewer pipes. The storm sewer pipe could be removed permanently and disposed, as described in the preceding paragraph. The sanitary sewer could be removed and replaced to the east near the back property lines of the homes on Gettysburg Avenue. The cost of removing the existing pipe and replacing this service is included in the cost estimate on page 13.

IV. Conclusions, Cost Estimate and Next Steps

Based on the analysis and discussions completed for this project, the following improvements are recommended to address the problems identified in the area and meet the City's goals:

- Construct a water quality pond in Lakeview Park to meet the enhance water quality in Medicine Lake
- The pond should be sized to meet the Bassett Creek Watershed District's Level I standards for the area
- The pond should be designed as an amenity to the park and surrounding neighborhood

The estimated cost of creating the proposed pond and restoring the park is approximately \$145,670, including contingencies, engineering and administration. The cost estimate is shown on the next page. If costs are incurred to remove the asbestos pipe and remove and relocate the sanitary sewer pipe along with construction of the pond, the total estimated project cost is \$416,990.

The following additional issues should be considered in sizing and completing a final design for the proposed pond:

- Obtain the actual low entry elevations of the adjacent residences to determine how susceptible to flooding they are
- Consider options to increase the size of the pond or purchase and remove threatened structures to reduce flooding concerns in the area
- Consider winter excavation of the pond due to difficult soil conditions.

LAKEVIEW PARK POND

GOLDEN VALLEY

BRAA File No. 1438-04-105

PRELIMINARY COST ESTIMATES

ITEM	UNIT	QTY	UNIT PRICE	TOTAL
POND AND RESTORATION				
POND EXCAVATION	CY	5,000	\$10.00	\$50,000.00
INLET STRUCTURES	EA	3	\$1,000.00	\$3,000.00
PIPE	LF	100	\$40.00	\$4,000.00
OUTLET STRUCTURE	EA	1	\$5,000.00	\$5,000.00
TRAIL RESTORATION AND EXPANSION	LF	1,300	\$16.00	\$20,800.00
RESTORATION & PLANTINGS				
Native Seed	AC	1.25	\$5,000.00	\$6,250.00
Trees	EA	30	\$300.00	\$9,000.00
Shrubs	EA	100	\$40.00	\$4,000.00
Wetland plants	EA	200	\$10.00	\$2,000.00
SUBTOTAL				\$104,050.00
10% CONTINGENCIES				\$10,405.00
30% ENGINEERING AND ADMINISTRATION				\$31,215.00
SUBTOTAL POND				\$145,670.00
PIPE REMOVAL AND DISPOSAL				
ASBESTOS STORM PIPE REMOVAL				
Pipe removal	EA	600 ft.	\$8,000.00	\$8,000.00
Wrapping for transport	EA	600 ft.	\$3,000.00	\$3,000.00
Transport and Disposal	EA	600 ft.	\$3,000.00	\$3,000.00
SANITARY PIPE REMOVAL AND REPLACEMENT				
Mobilization	LS	1	\$20,000.00	\$20,000.00
Clearing	Tree	3	\$350.00	\$1,050.00
Grubbing	Tree	3	\$250.00	\$750.00
Rem Bit Pavement	SY	400	\$5.00	\$2,000.00
Rem Conc C&G	LF	70	\$10.00	\$700.00
Rem Exist Sew Pipe	LF	625	\$10.00	\$6,250.00
Rem Exist MH/CB	EA	1	\$200.00	\$200.00
Crushed Rock for Stab	TON	50	\$20.00	\$1,000.00
8" DIP	LF	715	\$50.00	\$35,750.00
12" RC Pipe, CL5	LF	15	\$40.00	\$600.00
Const CG Des 2'x3'	EA	1	\$800.00	\$800.00
Const MH Des F	EA	2	\$2,000.00	\$4,000.00
Helical Piling	LF	980	\$30.00	\$29,400.00
Pipe caps	EA	14	\$1,500.00	\$21,000.00
MH Foundation	EA	1	\$1,500.00	\$1,500.00
Connect to Exist MH	EA	2	\$500.00	\$1,000.00
C&G Replacement	LF	70	\$15.00	\$1,050.00
Type 41 Bit Patch Mix	Ton	110	\$75.00	\$8,250.00
Sodding w/4" Topsoil	SY	11000	\$4.00	\$44,000.00
Relocate Exist Park Sign	LS	1	\$500.00	\$500.00
SUBTOTAL				\$193,800.00
10% CONTINGENCIES				\$19,380.00
30% ENGINEERING & ADMINISTRATION				\$58,140.00
TOTAL PIPE REMOVE/REPLACE				\$271,320.00
GRAND TOTAL FOR PROJECT				\$416,990.00

Lakeview Heights Sanitary Sewer Relocation

Spec No.	Description	Units	Est. Quan	Unit Price	Amount
	Mobilization	LS	1	\$20,000.00	\$20,000.00
	Clearing	Tree	3	\$350.00	\$1,050.00
	Grubbing	Tree	3	\$250.00	\$750.00
	Rem Bit Pavmnt	SY	400	\$5.00	\$2,000.00
	Rem Conc C& G	LF	70	\$10.00	\$700.00
	Rem Exist Sew Pipe	LF	625	\$10.00	\$6,250.00
	Rem Exist MH/CB	EA	1	\$200.00	\$200.00
	Crushed Rock for Stab	TON	50	\$20.00	\$1,000.00
	8" DIP	LF	715	\$50.00	\$35,750.00
	12" RC Pipe, CL5	LF	15	\$40.00	\$600.00
	Const CG Des 2' x 3'	EA	1	\$800.00	\$800.00
	Const MH Des F	EA	2	\$2,000.00	\$4,000.00
	Helical Piling	LF	980	\$30.00	\$29,400.00
	Pile Caps	EA	14	\$1,500.00	\$21,000.00
	MH Foundation	EA	1	\$1,500.00	\$1,500.00
	Connect to Exist MH	EA	2	\$500.00	\$1,000.00
	C&G Replacemt	LF	70	\$15.00	\$1,050.00
	Type 41 Bit Patch Mix	Ton	110	\$75.00	\$8,250.00
	Sodding w/ 4" Topsoil	SY	11000	\$4.00	\$44,000.00
	Relocate Exist Park Sign	LS	1	\$500.00	\$500.00
Const Cost					\$179,800.00
10% Contingencies					\$17,980.00
30% Admin					\$59,334.00
Project Total					\$257,114.00

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 12-08

RESOLUTION APPROVING WATERSHED PLAN AMENDMENT

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

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

WHEREAS, the Commission has submitted for review an amendment to the Plan for the project referred to as "Dredge Pond NB-07 (Option 2 in Northwood Lake Plan)" and also referred to as the "Four Seasons Mall Water Quality Improvement Project" (the "Plan Amendment"); and

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

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

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

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

Adopted by the Board of Commissioners of the Bassett Creek Watershed Management Commission this 20th of September, 2012.

Chair

ATTEST:

Secretary

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 12-09

A RESOLUTION ORDERING 2013 IMPROVEMENTS,
DESIGNATING MEMBERS
RESPONSIBLE FOR CONSTRUCTION, MAKING FINDINGS
PURSUANT TO MINNESOTA STATUTES, SECTION 103B.251,
CERTIFYING COSTS TO HENNEPIN COUNTY, AND APPROVING CONTRACTS
FOR CONSTRUCTION OF IMPROVEMENTS

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

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

WHEREAS, the CIP, as amended, includes the following capital projects for the year 2013:

A water quality project referred to as Lakeview Park Pond, ML-8 in the City of Golden Valley (the “Lakeview Park Pond Project”).

A water quality project originally identified as Northwood Lake Project NL-2, Dredge Pond ND-07 and now referred to as the Four Seasons Mall Area Water Quality Improvement Project in the City of Plymouth (the “Four Seasons Mall Project”)

(hereinafter collectively referred to as the “2013 Projects”); and

WHEREAS, the Plan specifies a county tax levy under Minn. Stat., § 103B.251 as the source of funding for the 2013 Projects; and

WHEREAS, on September 20, 2012, following published and mailed notice in accordance with the Commission’s Joint Power Agreement and Minn. Stat., § 103B.251, the Commission conducted a public hearing on the 2013 Projects.

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

1. The 2013 Projects will be conducive to the public health and promote the general welfare and are in compliance with Minnesota Statutes, Sections 103B.205 to 103B.255 (the “Act”) and with the Plan as adopted and amended in accordance with the Act. The 2013 Projects are hereby ordered.
2. The estimated cost of the Lakeview Park Pond Project is One Hundred Ninety-Six Thousand Dollars (\$196,000). Of this amount, Thirty-Four Thousand Dollars

(\$34,000) will be paid from the Commission's Capital Improvement Program Closed Project Account and up to One Hundred Sixty-Two Thousand Dollars (\$162,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, Section 103B.251, levied in 2012 for collection in 2013.

3. The estimated cost of the Four Seasons Mall Project is Nine Hundred Ninety Thousand Dollars (\$990,000). Of this amount One Hundred Sixty-Six Thousand Dollars (\$166,000) will be paid from the Commission's Capital Improvement Program Closed Project Account and up to Eight Hundred Twenty-Four Thousand Dollars (\$824,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, Section 103B.251 levied in 2012 for collection in 2013.
4. Of the costs of the 2013 Projects, the Commission hereby certifies costs to Hennepin County in accordance with Minnesota Statutes, Section 103B.251 of One Hundred Sixty-Two Thousand Dollars (\$162,000) for the Lakeview Park Pond Project and Eight Hundred Twenty-Four Thousand Dollars (\$824,000) for the Four Seasons Mall Project. The total amount certified to Hennepin County for the 2013 Projects is Nine Hundred Eighty-Six Thousand Dollars (\$986,000) for payment by the county in accordance with Minnesota Statutes, Section 103B.251, Subd. 6.
5. The Commission receives, accepts and approves the feasibility reports for the 2013 Projects.
6. The costs of each of the 2013 Projects will be paid by the Commission up to the amounts specified in paragraphs 2 and 3 above from the Capital Improvement Program Closed Project Account and proceeds received from Hennepin County pursuant to Minnesota Statutes, Section 103B.251. Additional costs may be paid by the cities constructing the Projects, but no costs will be charged to other members of the Commission.
7. The City of Golden Valley is designated as the member responsible for contracting for the construction of the Lakeview Park Pond Project, and the engineer designated for preparation of plans and specifications is the Golden Valley City Engineer, or other substitute engineers selected and retained by the City of Golden Valley. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Golden Valley. The Cooperative Agreement with the City of Golden Valley for the construction of the Lakeview Park Pond Project is approved, and the Chair and Secretary are authorized to execute the agreement on behalf of the Commission.
8. The City of Plymouth is designated as the member responsible for contracting for the construction of the Four Seasons Mall Project, and the engineer designated for preparation of plans and specifications is the Plymouth City Engineer, or other substitute engineers selected and retained by the City of Plymouth. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Plymouth. The Cooperative Agreement with the City of Plymouth for the

construction of the Four Seasons Mall Project is approved, and the Chair and Secretary are authorized to execute the agreement on behalf of the Commission.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 20th day of September, 2012.

Chair

ATTEST:

Secretary

COOPERATIVE AGREEMENT

This Agreement is made as of this ____ day of _____, 2012, by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (hereinafter the "Commission"), and the City of Plymouth, a Minnesota municipal corporation (hereinafter the "City").

WITNESSETH:

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

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

WHEREAS, the water quality projects identified in the CIP include a water quality improvement project originally described as Northwood Lake Project NL-2, Dredge Pond ND-07 and now referred to as Project NL-2, the Four Seasons Mall Area Water Quality Improvement Project in the City of Plymouth, as more fully described as Scenario 1 in the feasibility report for the Project prepared by Wenck Associates, Inc., entitled Four Seasons Mall Water Quality Improvement Feasibility Report, dated July, 2012, which is attached and made a part hereof (the "Project"); and

WHEREAS, the cost estimate for the Project is \$990,000; and

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

WHEREAS, on September 20, 2012, the Commission adopted a resolution ordering the Project, directing that it be constructed by the City; and

WHEREAS, it is expected that Hennepin County will levy taxes throughout the watershed for the Project costs in 2012 for collection and settlement in 2013; and

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

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

1. The Project will consist of Project NL-2, the Four Seasons Mall Area Water Quality Project, identified in the feasibility report as Scenario 1.

2. The City will design the Project and prepare plans and specifications for construction of the Project. Plans and specifications, and any changes to such plans and specifications, are subject to approval by the Commission.
3. The City will advertise for bids and award contracts in accordance with the requirements of law. The City will award the contract and supervise and administer the construction of the Project to assure that it is completed in accordance with plans and specifications. The City will require the contractor to provide all payment and performance bonds required by law. The City will require that the Commission be named as additional insured on all liability policies required by the City of the contractor and be given the same notification of cancellation or non-renewal as is given to the City. The City will require that the contractor defend, indemnify, protect and hold harmless the Commission and the City, their agents, officers, and employees, from all claims or actions arising from negligent acts, errors or omissions of the contractor. The City will supervise the work of the contractor. However, the Commission may observe and review the work of the Project until it is completed. The City will display a sign at the construction site stating "Paid for by the Taxpayers of the Bassett Creek Watershed".
4. The City will pay the contractor and all other expenses related to the construction of the Project and keep and maintain complete records of such costs incurred.
5. The Commission will reimburse One Hundred Sixty-Six Thousand Dollars (\$166,000) of Project expenses from its Capital Improvement Program Closed Project Account. The Commission will use its best efforts to secure payment from the County in accordance with Minn. Stat., § 103B.251 in the amount of Eight Hundred Twenty-Four Thousand Dollars (\$824,000) by tax levy in 2012 for collection in 2013. The total reimbursement will not exceed Nine Hundred Ninety Thousand Dollars (\$990,000), less Commission expenses.

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

6. Reimbursement to the City will not exceed the amount specified above from the Capital Improvement Program Closed Project Account and the amount received from the County for the Project less any amounts retained by the Commission for

Commission expenses. Reimbursement will not be increased by grants or other revenues received by the Commission for the Project. Reimbursement will not exceed the costs and expenses incurred by the City for the Project, less any amounts the City receives for the Project as grants from other sources. All costs of the Project incurred by the City in excess of such reimbursement shall be borne by the City or secured by the City from other sources.

7. All City books, records, documents, and accounting procedures related to the Project are subject to examination by the Commission.
8. The City will perform all necessary investigations of site contamination and secure all necessary local, state, or federal permits required for the construction of the Project and will not proceed with the Project until any required environmental review and remediation of site contamination is completed or a plan for remediation is approved by appropriate regulatory agencies. Upon completion of the Project, the City will assume responsibility for its maintenance.

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

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

By: _____
Its Chair

And by: _____
Its Secretary

CITY OF PLYMOUTH

By: _____
Its Mayor

And by: _____
Its Manager

8 Bii.

COOPERATIVE AGREEMENT

This Agreement is made as of this ____ day of _____, 2012, by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (hereinafter the "Commission"), and the City of Golden Valley, a Minnesota municipal corporation (hereinafter the "City").

WITNESSETH:

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

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

WHEREAS, the water quality projects identified in the CIP include a water quality improvement project described as Lakeview Park Pond, ML-8 in the City of Golden Valley, as more fully described in the feasibility report for the Project prepared by Bonestroo Engineering Company, entitled Lakeview Park – Proposed Water Quality Pond, dated August, 2004, which is attached and made a part hereof (the "Project"); and

WHEREAS, a cost estimate update for the Project in June, 2011 amended the cost estimate for the Project to \$196,000; and

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

WHEREAS, on September 20, 2012, the Commission adopted a resolution ordering the Project, directing that it be constructed by the City; and

WHEREAS, it is expected that Hennepin County will levy taxes throughout the watershed for the Project costs in 2012 for collection and settlement in 2013; and

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

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

1. The Project will consist of the Lakeview Park Pond, water quality pond, ML-8.

2. The City will design the Project and prepare plans and specifications for construction of the Project. Plans and specifications, and any changes to such plans and specifications, are subject to approval by the Commission.
3. The City will advertise for bids and award contracts in accordance with the requirements of law. The City will award the contract and supervise and administer the construction of the Project to assure that it is completed in accordance with plans and specifications. The City will require the contractor to provide all payment and performance bonds required by law. The City will require that the Commission be named as additional insured on all liability policies required by the City of the contractor and be given the same notification of cancellation or non-renewal as is given to the City. The City will require that the contractor defend, indemnify, protect and hold harmless the Commission and the City, their agents, officers, and employees, from all claims or actions arising from negligent acts, errors or omissions of the contractor. The City will supervise the work of the contractor. However, the Commission may observe and review the work of the Project until it is completed. The City will display a sign at the construction site stating "Paid for by the Taxpayers of the Bassett Creek Watershed".
4. The City will pay the contractor and all other expenses related to the construction of the Project and keep and maintain complete records of such costs incurred.
5. The Commission will reimburse Thirty-Four Thousand Dollars (\$34,000) of Project expenses from its Capital Improvement Program Closed Project Account. The Commission will use its best efforts to secure payment from the County in accordance with Minn. Stat., § 103B.251 in the amount of One Hundred Sixty-Two Thousand Dollars (\$162,000) by tax levy in 2012 for collection in 2013. The total reimbursement will not exceed One Hundred Ninety-Six Thousand Dollars (\$196,000), less Commission expenses.

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

6. Reimbursement to the City will not exceed the amount specified above from the Capital Improvement Program Closed Project Account and the amount received from the County for the Project less any amounts retained by the Commission for

Commission expenses. Reimbursement will not be increased by grants or other revenues received by the Commission for the Project. Reimbursement will not exceed the costs and expenses incurred by the City for the Project, less any amounts the City receives for the Project as grants from other sources. All costs of the Project incurred by the City in excess of such reimbursement shall be borne by the City or secured by the City from other sources.

7. All City books, records, documents, and accounting procedures related to the Project are subject to examination by the Commission.
8. The City will perform all necessary investigations of site contamination and secure all necessary local, state, or federal permits required for the construction of the Project and will not proceed with the Project until any required environmental review and remediation of site contamination is completed or a plan for remediation is approved by appropriate regulatory agencies. Upon completion of the Project, the City will assume responsibility for its maintenance.

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

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

By: _____
Its Chair

And by: _____
Its Secretary

CITY OF GOLDEN VALLEY

By: _____
Its Mayor

And by: _____
Its Manager



Bc.

Date: September 12, 2012

To: Bassett Creek Commissioners

From: Ginny Black, BCWMC Chair

Subject: DeCola Pond Request for Dispute Resolution

Attached are two letters the Commission has received, the first from Golden Valley (Aug. 20, 2012) and a second from New Hope (Aug. 22, 2012), requesting the Commission assistance in resolving an issue between the cities of Golden Valley, New Hope and Crystal.

A brief history is that the three cities have been discussing the flooding issue in Golden Valley and New Hope that has portions of its watershed in each of the three cities. The water flows from the three cities into the intersection of Medicine Lake Road and Winnetka and DeCola Ponds resulting in flooding in both New Hope and Golden Valley. The flooding has a history of causing property damage in both locations.

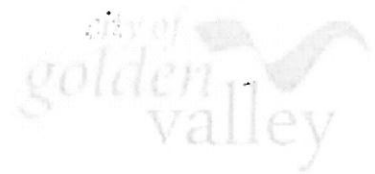
The City of Golden Valley retained the services of Barr Engineering to perform a flood mitigation study in this area and identified a number of alternative measures to address the flooding. The study also called for a Phase 2 study to further analyze the details of the alternative options. A cooperative agreement was drawn up for the Phase 2 study and the cities of Golden Valley and New Hope approved the agreement, but the City of Crystal did not, hence the letters.

In Section 12.1.1.3 Dispute Resolution Process, the Commission's Plan outlines a procedure for the commission to mediate inter-community issues. That process is attached. Essentially, the Chair or Vice-Chair appoints a committee of three commissioners or alternate commissioners from members that are not among the disputing parties to consider the dispute and make recommendations.

Since the Commission received the City of Golden Valley's Public Works Director, Ms. Jeannine Clancy, notified the Chair that she had talked with the city managers of the three cities regarding the request for mediation and it was agreed by the three cities that the Commission should "receive" the letters and defer any action on the request until after the three cities have met to further discuss the issue. The Mayors, City Managers and Public Works Directors from the three cities will meet at the end of September in an effort to respond to remaining questions and issues to gain a better understanding of each community's position on the matter.

Should the meeting not result in progress toward a resolution of the issue, the Commission may need to take this up at its October meeting.

Attachments: Golden Valley's August 20, 2012 letter
New Hope's August 22, 2012 letter
Excerpt from BCWMO's Water Management Plan, Section 12.1.1.3 Dispute Resolution Process



7800 Golden Valley Road
Golden Valley, MN 55412

August 20, 2012

Ginny Black, Chair
Bassett Creek Watershed Management Commission
3400 Plymouth Boulevard
Plymouth, MN 55447

Subject: Request for Dispute Resolution

Dear Chair Black:

The City of Golden Valley requests assistance from the BCWMC in resolving an intercommunity stormwater runoff dispute between the cities of New Hope and Golden Valley with the City of Crystal.

The *Bassett Creek Watershed Management Commission (BCWMC) Watershed Management Plan, September 2004 (Plan)*, Section 1.2 Purpose and Goals of BCWMC, Section 1.2.2 BCWMC Goals, (Page 1.3) states:

...The goals are to:

- Provide leadership and assist member cities with coordination of intercommunity stormwater runoff planning and design.*

Furthermore, *Section 12.1.1.3 Dispute Resolution Process*, outlines the process for resolution of drainage issues between member cities. The contested intercommunity stormwater runoff issue involves runoff from all three communities that results in flooding near the intersection of Winnetka Avenue and Medicine Lake Road, as well as in the DeCola Ponds area located downstream of this intersection in the City of Golden Valley (see attached maps).

Background:

In recent years, flooding has occurred along and near Winnetka Avenue and Medicine Lake Road following significant rainfall events. These rainfall events resulted in flooding near Rosalyn Court, Terra Linda Drive, and the low point on Medicine Lake Road, which included flooding of the VFW building at the corner of Medicine Lake Road and Rhode Island Avenue. This area of concern is located upstream of the DeCola Ponds in Golden Valley. In 2006, the City of New Hope prepared a report for local flood improvements in Terra Linda area. Subsequent work by the City of New Hope resolved flooding problems for some homes in this area of New Hope, but flooding problems remain in Golden Valley and New Hope. The

development of the DeCola Ponds subdivisions occurred in the mid-1960s and early 1970s. In 1978, a severe storm over the tributary watershed in the cities of Crystal, New Hope and Golden Valley resulted in significant flood damage to homes surrounding the ponds, with most of the damage occurring at the downstream ponds. Flooding has also occurred several times since 1978.

In 1984, a settlement agreement between the City of Golden Valley and the residents around DeCola Ponds resulted in the installation of an outlet valve at the downstream pond that is controlled by the homeowners association. This valve allows the homeowners to draw down the normal water level of the pond in advance of storms to allow for additional storage of storm water runoff. However, even with the ability to control water levels, flooding has still occurred adjacent to the ponds. Under this agreement, the City of Golden Valley is responsible for maintenance of the ponds, including dredging of the ponds as needed.

Recent Study:

In January 2011, the City of Golden Valley retained the services of Barr Engineering Company to perform a flood mitigation study in the vicinity of DeCola Ponds, and in the area adjacent to Medicine Lake Road. This study identified a number of alternative measures to address the flooding in these locations. However, the study also recommended additional study of these alternatives and the consideration of other alternatives in the watershed, including the overall benefit and cost-effectiveness of each alternate solution.

During the study process, the cities of New Hope, Golden Valley and Crystal met several times to discuss the progress and findings of the study. These discussions identified the scope of the Phase 2 study, including cost sharing based upon the contributing area to the DeCola Ponds, the most downstream point in the sub-watershed. This issue was then discussed at a meeting of the three City Councils during the summer of 2012. Based upon the discussion at the joint City Council meeting, a cooperative agreement outlining the scope of the Phase 2 study and the cost sharing was developed and approved by the New Hope City Council. The Crystal City Council voted not to enter into the cooperative agreement for the Phase 2 study. Because Golden Valley was identified as the contracting agency, its City Council would consider the Cooperative Agreement and a contract with Barr to perform the Phase 2 study following approval by New Hope and Crystal.

As discussed above, the proposed cooperative agreement included cost sharing based upon tributary watershed. This cost sharing resulted in Golden Valley being responsible for approximately 50% of the study cost, with New Hope and Crystal each responsible for approximately 25% of the study cost. The cost to perform the Phase 2 study is approximately \$100,000. The City of Golden Valley funded the cost of the Phase 1 study, which cost approximately \$70,000.

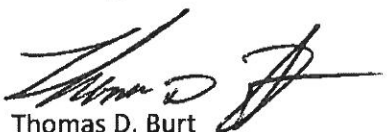
Request for Dispute Resolution:

Based upon the above discussion, the City of Golden Valley requests that the BCWMC mediate the proposed cost split for the proposed Phase 2 study. The Cities of Golden Valley and New Hope are willing to participate in the study costs based upon contributing watershed areas, while the City of Crystal has stated that it does not feel that it should be responsible for any of the study costs, or for any potential future costs to be determined to resolve the flooding issues.

The dispute resolution process outlined in the BCWMC Plan calls for the BCWMC chair (or vice chair) to appoint three commissioners or alternates from member cities who are not parties to the dispute. Golden Valley requests that the BCWMC follow this process and appoint three commissioners to evaluate the reasonableness of the proposed cost sharing for the Phase 2 study.

Please feel free to contact Jeff Oliver, Golden Valley City Engineer (763.593.8034) or Jeannine Clancy, Golden Valley Director of Public Works (763.593.8035) should you have any questions regarding this matter.

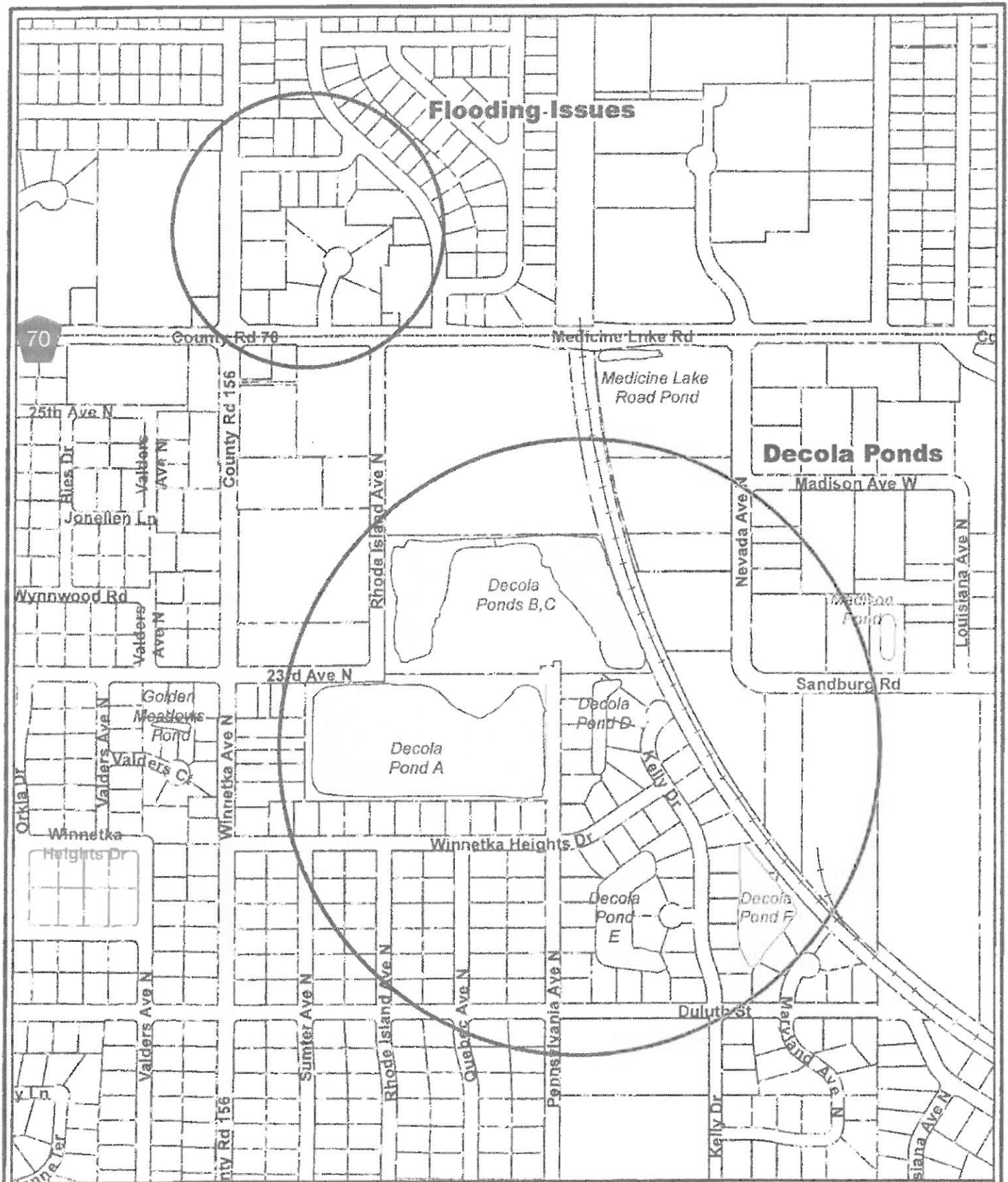
Sincerely,



Thomas D. Burt
City Manager

Enclosures

C: Golden Valley City Council
 Jeannine Clancy, Director of Public Works
 Jeff Oliver, PE, City Engineer
 Stacy Hoschka, Golden Valley BCWMC Commissioner
 David Hanson, Golden Valley BCWMC Alternate Commissioner
 Kirk McDonald, City of New Hope City Manager
 Guy Johnson, City of New Hope Director of Public Works
 Anne Norris, City of Crystal City Manager
 Tom Mathisen, City of Crystal City Engineer

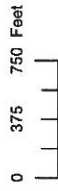
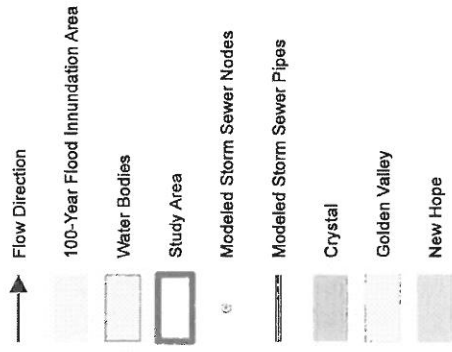


Decola Ponds Study Area

Print Date: 4/4/2012
Sources:
Hennepin County Surveyors Office for
Property Lines (2011).
Markhard for 2-Foot Contours (2006).

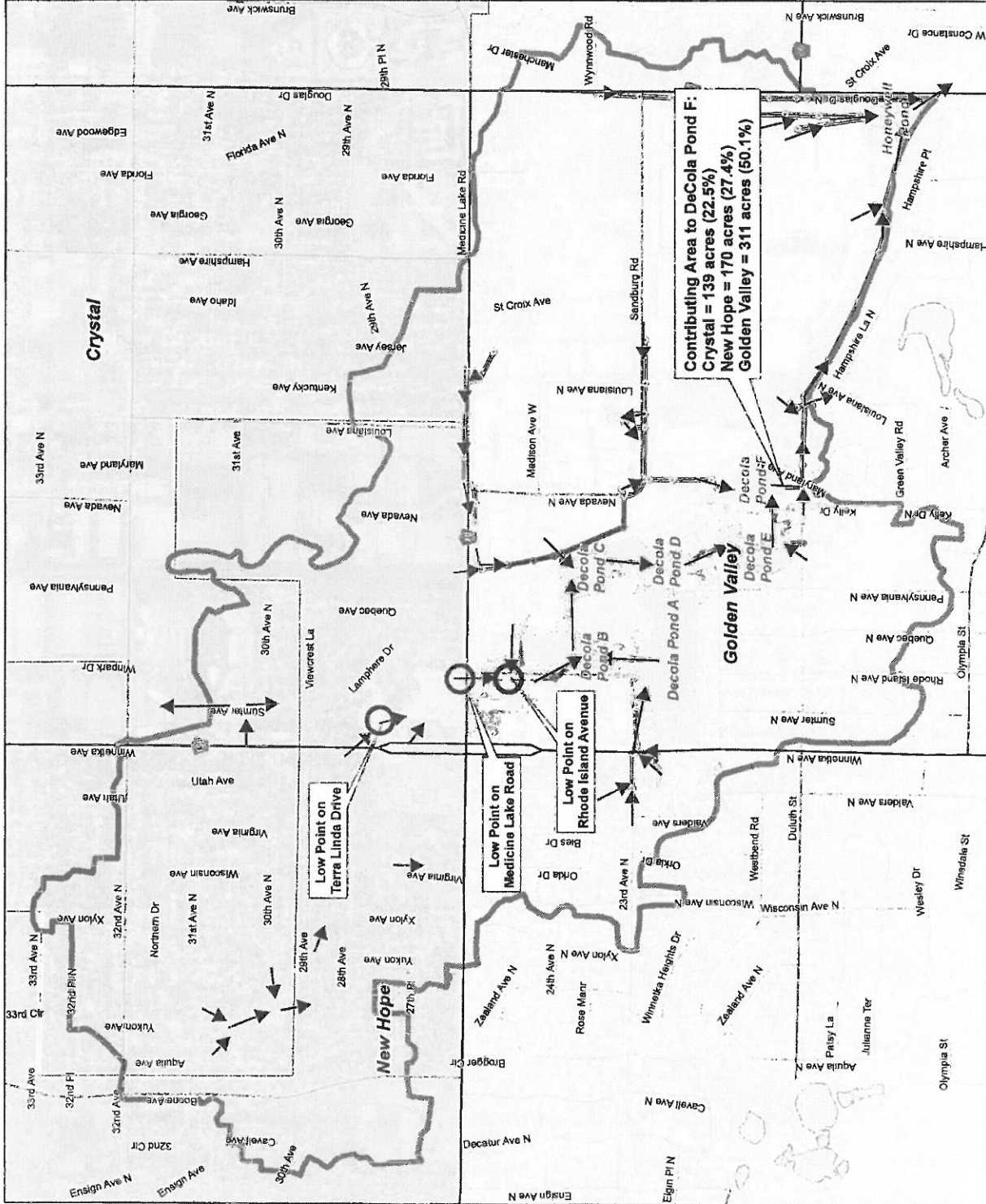
0 200 500 1,120 Feet





Figure

Contributing Areas to Terra Linda,
Low Point on Medicine Lake Road,
and the DeCola Ponds



80.



August 22, 2012

Ginny Black, Chair
Bassett Creek Watershed Management Commission
3400 Plymouth Boulevard
Plymouth, MN 55447

Subject: Request for Dispute Resolution

Dear Ms. Black:

Together the cities of New Hope and Golden Valley are requesting the assistance of the Bassett Creek Watershed Management Commission (BCWMC) in providing mediation services to help resolve a cost sharing disagreement with the city of Crystal. The city of New Hope approved a cooperative agreement that included cost sharing based on tributary watershed for a Phase 2 study of flooding in the areas of Terra Linda Drive and Rosalyn Court in New Hope; and the intersection of Rhode Island and Medicine Lake Road and DeCola Ponds in Golden Valley (see attached maps).

As you may be aware, flooding of these areas has been a concern since 1978 when the flooding first occurred as a result of a severe storm. These areas have been at risk for flooding since development of the two communities and have experienced flooding a number of times over the years. In 2006, in response to flooding in May of 2006, the city of New Hope developed a report of local flood improvements and installed an overland concrete swale to better control potential flood waters. This swale has improved, but not eliminated, the potential for flooding in the Terra Linda Drive area.

The Barr Engineering Company completed a flood mitigation (Phase 1) study of the DeCola Ponds area and the area adjacent to Medicine Lake Road for Golden Valley in 2012. Along with identifying a number of issues, the tributary watershed, and possible alternative measures to address flooding in these areas, the study also recommended additional study of these alternatives, including the overall benefit and cost effectiveness of each potential solution. The city of New Hope took part in several meetings with the cities of Golden Valley and Crystal to discuss the results of the Phase 1 study as well as to identify the scope of the recommended Phase 2 study and possible cost sharing distribution based upon each city's watershed contribution to the area. Based on those discussions and the percentage of tributary watershed, Golden Valley would be responsible for 50% of the anticipated \$100,000 cost and the cities of New Hope and Crystal would be responsible for 25% each.

CITY OF NEW HOPE

4401 Xylon Avenue North • New Hope, Minnesota 55428-4898 • www.ci.new-hope.mn.us
City Hall: 763-531-5100 • Police (non-emergency): 763-531-5170 • Public Works: 763-592-6777 • TDD: 763-531-5109
City Hall Fax: 763-531-5136 • Police Fax: 763-531-5174 • Public Works Fax: 763-592-6776

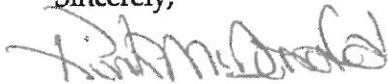
A meeting with the three City Councils occurred in the summer of 2012, where the Decola Pond flooding was discussed. After presenting and discussing the Phase 1 study and the proposed Phase 2 study at a three city joint Council meeting this past May, a cooperative agreement was developed outlining the scope of the Phase 2 study and the cost sharing. Unfortunately, the Crystal City Council voted not to enter into the cooperative agreement with the cities of New Hope and Golden Valley to conduct the Phase 2 study. At this time the city of Crystal believes they are not responsible for any portion of the Phase 2 study cost, or for any portion of potential projects in the future that may help alleviate the flooding issues in the four areas described.

Section 12.1.1.3 Dispute Resolution Process from the BCWMC Management plan states: "If watershed management disputes should arise between the BCWMC member cities, these disputes may be referred to the BCWMC for resolution." As previously stated, we are requesting that the BCWMC mediate the proposed cost sharing for a Phase 2 study based upon the cities storm water contribution to the area. We request that three BCWMC commissioners or alternate commissioners not involved with the dispute, be appointed to evaluate the fairness of the cost sharing.

Based upon the results of the Phase 1 study which, hopefully, will be clarified if a Phase 2 study comes to fruition, the city of New Hope requests consideration of potential future projects aimed at helping alleviate the flooding potential in the DeCola Ponds area also be included in the BCWMC future capital improvement program.

Please feel free to contact Chris Long, New Hope Consulting Engineer, Stantec Engineering, at (651) 604-4808, or Guy Johnson, New Hope Director of Public Works (763) 592-6766 if you have any questions regarding this matter.

Sincerely,



Kirk McDonald
City Manager

cc: New Hope City Council
Guy Johnson, Director of Public Works
Tom Burt, City Manager, City of Golden Valley
Jeanine Clancy, City of Golden Valley Director of Public Works
Chris Long, PE, City Engineer
Jeff Oliver, PE, City of Golden Valley City Engineer
Pat Crough, City of New Hope BCWMC Alternate Commissioner
Anne Norris, City Manager, City of Crystal
Tom Mathisen, City Engineer, City of Crystal

Flooding Issues

Decola Ponds

Madison Ave W

Sandburg Rd

Decola Ponds B, C

Decola Pond A

Decola Pond D

Decola Pond E

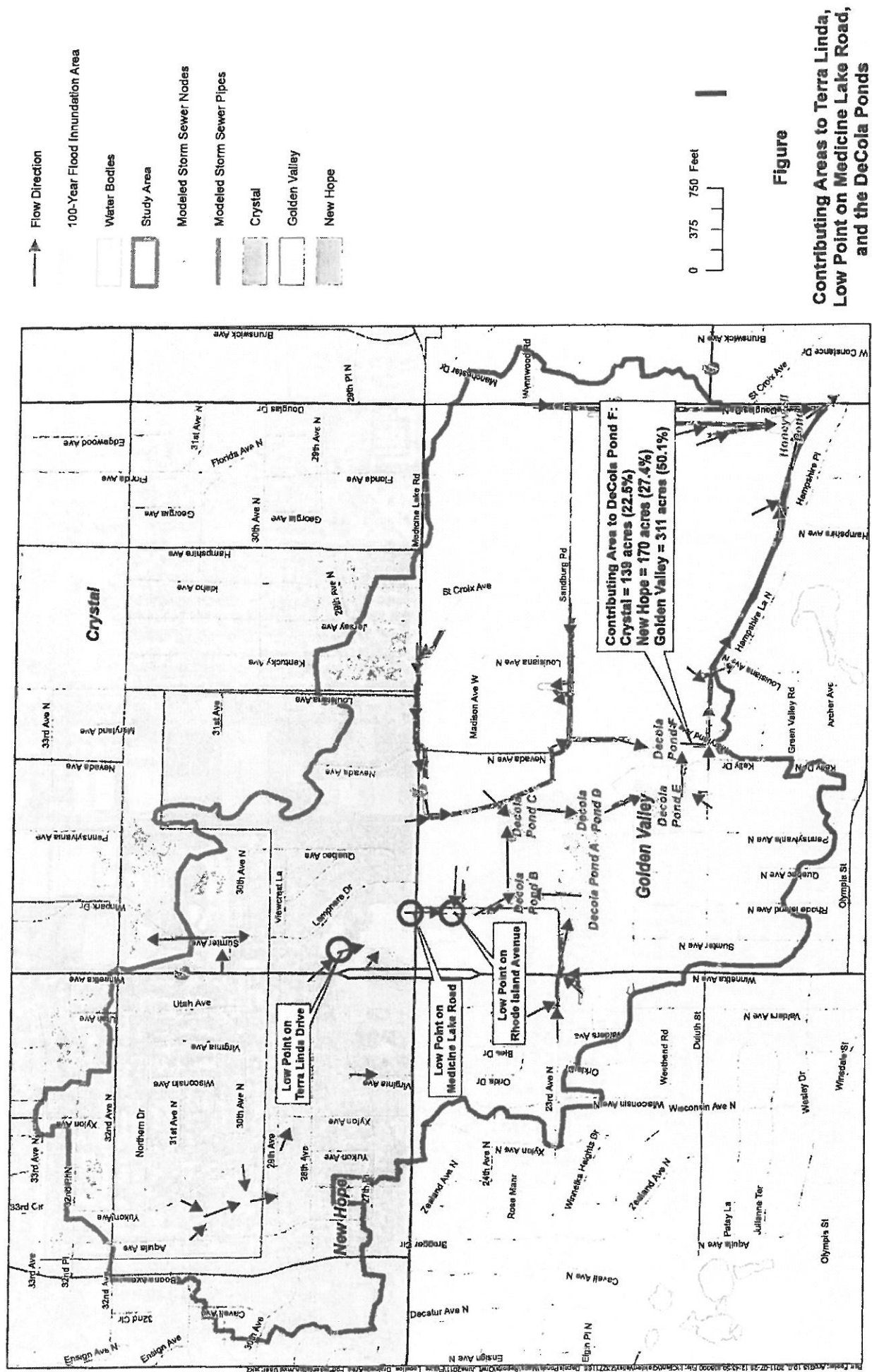
Decola Pond F

**Decola Ponds
Study Area**

Print Date: 4/4/2012
Sources:
Hennepin County Surveyors Office for
Property Lines (2011).
Markhurd for 2-Foot Contours (2008).



0 280 560 1,120 Feet



12.1.1.3 Dispute Resolution Process

If watershed management disputes should arise between the BCWMC member cities, these disputes may be referred to the BCWMC for resolution. Although the BCWMC's joint powers agreement does not specifically give the BCWMC the power to decide such disputes, the BCWMC will hear the disputes and endeavor to reach a mutually agreeable solution whenever possible. Under the joint powers agreement, the BCWMC's findings and recommendations would not be binding unless the parties to the dispute wish to make a prior agreement to that effect. The BCWMC has established the following policies regarding the procedures for the hearing of such disputes:

1. The BCWMC will mediate inter-community disputes relating to watershed management problems within the Bassett Creek watershed.
2. Disputes will be referred to a committee of three BCWMC members or alternate members from member communities who are not parties to the dispute. Members will be appointed by the BCWMC chair or vice-chair, which will also appoint one of the three members as the chair of the committee.
3. The committee chair will call a meeting where each party to the dispute will be allowed to present its suggestions to resolve the dispute.
4. The committee may consult with the members of the BCWMC staff and will prepare findings and recommendations to resolve the dispute.
5. The committee's recommendation will be presented to the full BCWMC, which may accept, reject, or amend the recommendation before forwarding the findings and recommendations to the parties of the dispute.

8D.

Bassett Creek Recording Administrator

From: Bassett Creek Recording Administrator
Sent: Thursday, September 13, 2012 12:55 PM
To: Bassett Creek Recording Administrator
Subject: Project BC-7 - need to add to the September 20 agenda

From: Oliver, Jeff [<mailto:JOliver@goldenvalleymn.gov>]
Sent: Thursday, September 13, 2012 8:14 AM
To: 'Ginny.black@q.com'; 'jimd@liesch.com'
Cc: Karen Chandler; Clancy, Jeannine; Eckman, Eric
Subject: RE: Project BC-7 - need to add to the September 20 agenda

Chair Black and Vice Chair DeLambert:

The City of Golden Valley requests an addition to the September 20 Commission meeting agenda regarding BCWMC Project BC-7. BC-7 is a 2014 water quality improvement project located in the City of Golden Valley. As the Commission will discuss under the TAC agenda item, the (proposed) new CIP project process calls for feasibility studies to start earlier than they have in past years. To better align with the proposed new process, the City of Golden Valley requests that this process get started as soon as possible for the BC-7 project.

The City requests that the September 20 meeting agenda include 1) Commission authorization for the City of Golden Valley to draft the feasibility report for the BC-7 project; and 2) Commission authorization for counsel to draft the agreement between the Commission and the City of Golden Valley to reimburse the city for the costs of the feasibility study.

The City would then be ready for the agreement to be approved at the October Commission meeting.

Thank you for considering our request.

Jeff Oliver P.E. | City Engineer | City of Golden Valley
7800 Golden Valley Road | Golden Valley, MN 55427 | 763-593-8034 | 763-593-3988 (Fax) | 763-593-3968 (TTY)
joliver@goldenvalleymn.gov
Please note new email address.





Memorandum

To: Bassett Creek Watershed Management Commission
From: Technical Advisory Committee
Subject: September 6, 2012 Technical Advisory Committee Meeting
Date: September 12, 2012

The Technical Advisory Committee (TAC) met on September 6, 2012. The following TAC members, city representatives, BCWMC commissioners, and BCWMC staff attended the meeting:

City	TAC Members/Alternates	Other City Representatives
Crystal	Tom Mathisen	
Golden Valley	Jeff Oliver	
Medicine Lake	Absent	Commissioner Ted Hoshal
Minneapolis	Pat Byrne	
Minnetonka	Liz Stout	
New Hope	Guy Johnson, Chris Long	
Plymouth	Derek Asche	
Robbinsdale	Richard McCoy	
St. Louis Park	Absent	
BCWMC Staff	Karen Chandler	

Also in attendance was Linda Loomis, City of Golden Valley resident.

The Technical Advisory Committee (TAC) forwards the following recommendations to the Commission for its consideration. This memorandum presents the recommendations relating to 1) the CIP process flow chart; and 2) revision of current CIP table, development of new CIP summary table, and map of CIP projects.

1. CIP Process Flow Chart

At its May 17, 2012, meeting, the Commission directed the TAC and staff to develop a CIP process flow chart and to ensure that the CIP portion of the policy manual aligns with the CIP process flow chart. The CIP process flow chart also needs to reflect the new process the Commission adopted, which calls for starting the process earlier than in the past.

The TAC discussed two draft flow charts, one showing the (shorter) process for adding projects to the BCWMC's "working" CIP table, and the other showing the (longer) process for projects to move from the "working" CIP table to construction. Plymouth city staff revised the tables based on the

discussion at the TAC meeting. The revised tables are attached. In both tables, the red text denotes Commission action or involvement. In addition to the schedule changes for CIP projects, the longer flow chart ("CIP Project Flow Chart") includes some important changes in the process:

- a. The design plans will come before the Commission twice, once at the 50% design stage and then at the 90% design stage.
- b. The City will provide information to the Commission regarding contract award for the project.

The TAC also discussed the portion of the draft policy manual (Section 3.2.2) that covers Capital Improvement Program funding and included revisions made by the Commission counsel. Based on the CIP flow charts, the TAC recommended changes to the policy manual to align the policy manual with the flow charts. The proposed revised policy manual language is attached.

Recommendations

1. The TAC recommends that the Commission approve the two CIP flow charts—"Capital Improvement Program (CIP) Flow Chart" and "CIP Project Flow Chart"
2. Should the Commission approve the two CIP flow charts, the TAC further recommends that the Commission approve the revisions to Section 3.2.2 of the draft policy manual.

2. Revision of Current CIP Table, Development of New CIP Summary Table, and Map of CIP Projects

At its May 17, 2012, meeting, the Commission approved the Commission Engineer's cost estimate for completing the following CIP-related tasks, which were recommendations presented by the TAC to the Commission at the March 15, 2012, meeting:

- a. New summary CIP table – Prepare a summary table of the completed, underway and proposed CIP projects; information could include project location, project costs, total phosphorous removal, etc. This could be a table similar to Table 12-2 in the BCWMC Watershed Management Plan, with the inclusion of additional information.
- b. Revised "current" CIP table – Once the new summary CIP table is completed, revise the current CIP table to show only currently underway and proposed CIP projects, and note whether a Plan Amendment is needed, and if so, which type.

The TAC recommended developing a simple summary table listing past completed projects, underway projects, ordered projects and future projects. The TAC further recommended that the summary table be the front-end document to an overall budget/CIP document. The budget/CIP document would provide details about each project, similar to what cities currently prepare for their CIP programs. For example each CIP project would

be described on a single page that would include a map and information about the feasibility study, funding, project construction, etc. (See attached example from the City of Golden Valley's Storm Sewer CIP.) The CIP project page would include the detailed information that is currently included in the "working" CIP table (approved by Commission in April 2012) and the "official" CIP table – Table 12-2 (table included with most recent minor plan amendment). These two tables are attached. The "working" CIP table shows completed (since 2010), underway and proposed CIP projects. Table 12-2 shows completed projects and proposed projects, including those added/revised per plan amendments. Not all of the proposed projects in the "working" CIP table are shown in Table 12-2.

With the details in the budget/CIP document, the summary (front-end) CIP table could then be created and simplified to show only the project names, CIP project number, year, and (possibly) the cost estimates.

The revised "current" CIP table could then be developed after creation of the summary CIP table.

- c. CIP Map – Prepare a map showing the completed, underway and proposed Commission CIP projects. Such a map could be included in the BCWMC annual report and posted on the BCWMC Web site. The map could be similar to Figures 8 and 12 in the BCWMC Watershed Management Plan.

The TAC discussed Commissioner Hoshal's idea to use larger/smaller dots to show higher/lower project costs and higher/lower phosphorus removals. The TAC recommended preparing two maps showing the Commission's completed, underway, and proposed projects. One map would show the relative project costs and the other map would show the relative phosphorus removals; each map would use larger/smaller dots to convey this information.

Recommendations

1. The TAC recommends that the Commission develop a budget/CIP document that would include:
 - a. A front-end document that consists of a simple summary table listing past completed projects, underway projects, ordered projects and future projects.
 - b. A page for each CIP project that describes the project, including a map and information about the feasibility study, funding, project construction, etc.
2. The TAC recommends that the Commission prepare two maps showing the Commission's completed, underway, and proposed projects. One map would show the relative project costs

To: Bassett Creek Watershed Management Committee
From: Technical Advisory Committee
Subject: September 6, 2012 Technical Advisory Committee Meeting
Date: September 12, 2012
Page: 4

and the other map would show the relative phosphorus removals; each map would use larger/smaller dots to convey this information.

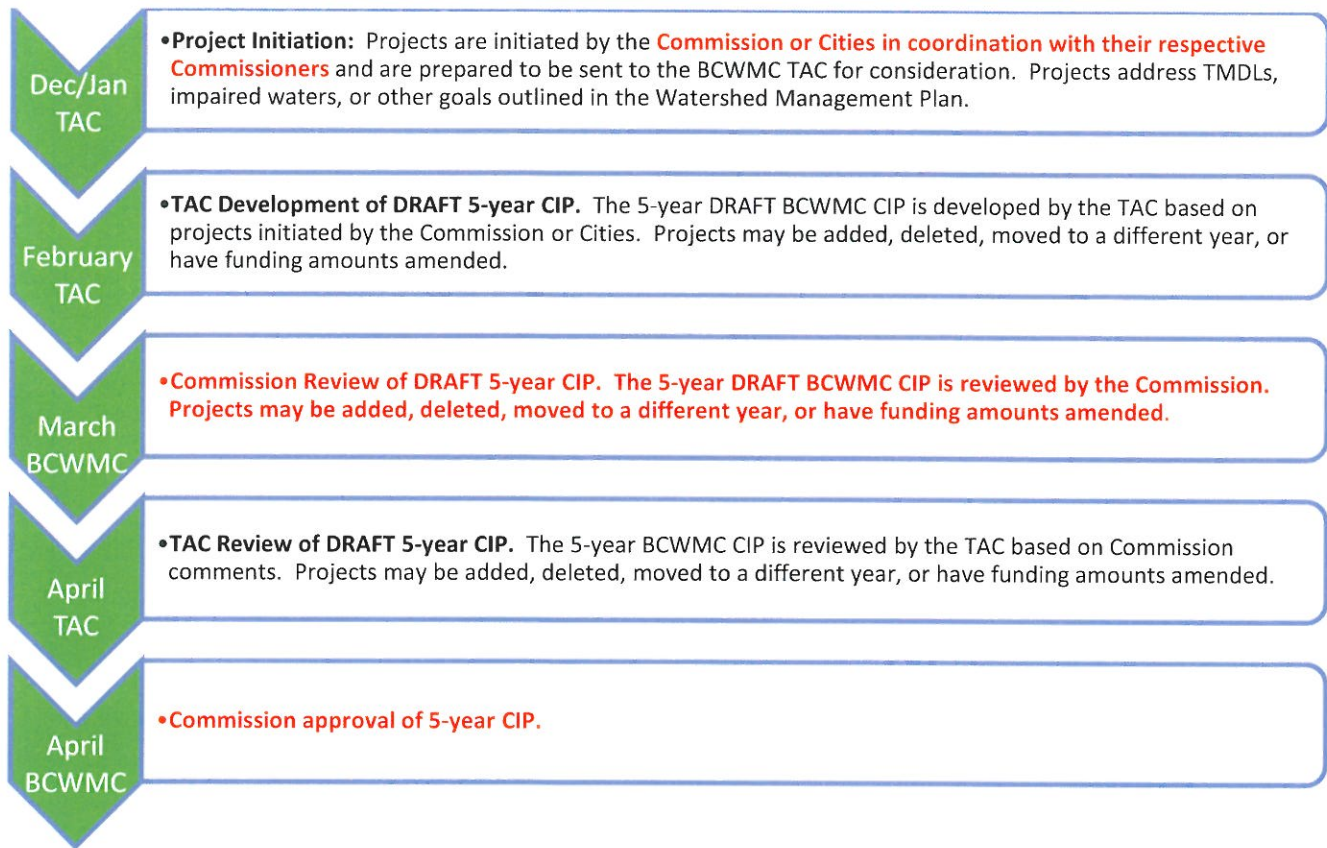
3. Next TAC Meeting

Upcoming TAC Meetings: October 4, 2012?

Future TAC meeting agenda items:

1. Review channel maintenance fund applications (December 6?)
2. At the May 17, 2012, meeting, the BCWMC discussed comparing the BCWMC thresholds for its water quality treatment standards with adjoining WMOs/ WDs.
3. Look into implementing “phosphorus-budgeting” in the watershed – allow “x” pounds of TP/acre.

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION
CAPITAL IMPROVEMENT PROGRAM (CIP) FLOW CHART



BASSETT CREEK WATERSHED MANAGEMENT COMMISSION CIP PROJECT FLOW CHART

RED = YEAR 1

YELLOW = YEAR 2

GREEN = YEAR 3

WHITE = YEAR 4



3.2.2 Capital Improvement Program Funding

Policy: The ~~County will~~ Commission will certify costs of capital projects costing more than \$25,000 to Hennepin County so that the County may levy an ad valorem watershed-wide tax for ~~capital~~ the projects ~~of greater than \$25,000.~~

Description: This process provides transparent oversight of Board decisions by elected representatives ~~or of~~ member cities and Hennepin County. The BCWMC has been implementing its capital improvement program (CIP) since 2004. As called for in the BCWMC's approved watershed management plan, the BCWMC funds its water quality improvement projects using an ad valorem tax levy administered by Hennepin County (~~MN~~ Minnesota Statutes, Section 103B.251). Although the BCWMC provides the funding, the member cities are responsible for constructing the CIP projects.

Applicable funding: Hennepin County ad valorem tax levy throughout the Bassett Creek watershed.

Adopted: 2004

Citation: Joint Powers Agreement, Section VII, Method of Proceeding, Subd. 5 and ~~MN~~ Minnesota Statutes, Section 103B.251.

Strategies to Implement Policy:

1. Each year ~~in December~~, the BCWMC member cities are contacted and asked if there are any recommended changes to the BCWMC CIP.
2. In ~~January~~ ~~April~~ ~~January~~ ~~December~~ ~~January~~ of every year, the BCWMC's Technical Advisory Committee (made up of city technical staff) reviews the projects in the BCWMC CIP and discusses any recommendations received from the member cities ~~as a result of the December solicitation~~. The TAC makes a recommendation to the Commission regarding the ~~CIP~~ five-year CIP. The five-year period commences with the calendar year two years after the recommendation (e.g. the recommendation in 2012 is for the 2014-2018 CIP).
3. ~~Also in January~~ In ~~September~~ ~~April~~, the Commission reviews ~~and takes action on~~ the TAC's CIP recommendation ~~and adopts a five-year CIP~~.
3. ~~Action includes authorization for staff to begin preliminary engineering for the first year of the five-year CIP.~~
4. ~~After ordering the project, the BCWMC certifies to Hennepin County the tax levy project costs that is needed for will be funded by the County in the following year.~~
4. The procedures set forth in the joint powers agreement are similar to those followed by cities in the case of capital projects paid for by special assessments

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under Minnesota Statutes, Chapter 429. As in the case of 429 improvement projects, the process begins with the preparation of a feasibility report on the proposed project. In May, the Commission authorizes the preparation of feasibility reports for the projects in the first year of the five-year CIP.

5. _____

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6.5. _____ Following receipt of the feasibility report, the Commission ~~would hold~~ holds a hearing on the proposed project, giving at least 45 days notice to the clerk of each member city.

6. _____ Following the hearing, the Commission ~~could order~~ orders the project by a 2/3 vote of its members. That order ~~would designate~~ designates the cities responsible to construct the project, ~~direct~~ directs the preparation of plans and specifications, and ~~specify~~ (for any projects that are not funded by the County through a watershed-wide tax levy) specifies the percentage of project costs that are to be paid by each member. If a plan amendment is required for a CIP project, the plan amendment must be approved by the Minnesota Board of Water and Soil Resources and Hennepin County and adopted by the Commission before the Commission can order the project.

7. _____ After ordering the project, the BCWMC certifies to Hennepin County the project costs that will be funded by the County in the following year. This certification must occur no later than the September Commission meeting.

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7. _____

8. _____ ~~The Commission may use one of several means to determine the amount to be paid by each member city.~~ If the Commission does not use Minnesota Statutes, Section 103B.251 to fund a project, costs will be assessed to member cities under the joint powers agreement. Under the agreement the costs may be allocated among member cities as follows:

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- a. First, the funding may be provided on the basis of a negotiated settlement among member cities.
- b. Second, the cost may be provided by member cities on the same basis as the administrative formula (50% based on net tax capacity of property within the watershed and 50% based on area within the watershed).
- c. Third, the Commission may modify the "50/50" formula by a 2/3 vote if it determines that any member community receives a direct benefit from the capital improvement that can be defined as lateral as well as a trunk benefit (which our legal counsel assumes would generally be a concept applied to water quantity rather than water quality projects), or if the Commission determines that the project provides direct benefit to one or more cities that is so disproportionate as to require in a sense of fairness a

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modification to the 50/50 formula. Any city aggrieved by the determination of the cost allocation may appeal the decision and have it submitted to arbitration.

9. Following the issuance of the order for ~~the~~an improvement, ~~that will not be funded under Minnesota Statutes, Section 103B.251,~~ each city will be given at least 90 days to determine the method it will use to raise its share of the project cost. After 90 days has elapsed, or notice has been received, by the Commission from each city that it has made such a determination, the Commission may order the advertisement for bids for the project.

The project will be constructed by the city assigned responsibility for the project. Other cities will pay, or contract for the payment of, ~~its share~~their shares of the cost. Payment is to be made by member cities within 30 days of statements from the engineer certifying that the work has been done.

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9A.

City of Golden Valley, Minnesota
Capital Improvement Plan
 2013 thru 2017

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project#	Priority	2013	2014	2015	2016	2017	Total
Storm Sewers								
Residential Storm Sewer Improvements	SS-01	n/a	545,000	655,000	750,000	500,000	600,000	3,050,000
Street Sweeper	SS-04	n/a		150,000				150,000
Street Sweeper	SS-05	n/a			150,000			150,000
Lakeview Park Water Quality Improvements	SS-10	n/a	250,000					250,000
Storm Water Improvement and Wetland Restoration	SS-11	n/a			20,000	280,000		300,000
Brookview Golf Course - Buffer Zone Study	SS-12	n/a	15,000	150,000				165,000
Bassett Creek Stream Bank Stabilization	SS-20	n/a			1,000,000			1,000,000
Storm Water Pond Dredging	SS-23	n/a	150,000		150,000	150,000	150,000	600,000
10th Avenue North Culvert Repairs	SS-24	n/a		200,000				200,000
V-Box Sander (single)	SS-26	n/a	45,000					45,000
DeCola Ponds Storm Water Study	SS-28	n/a	120,000					120,000
Sump Manhole Retrofits	SS-33	n/a	60,000	60,000	60,000	60,000	60,000	300,000
Flood Mitigation	SS-34	n/a					250,000	250,000
Twin Lake In-Lake Alum Treatment	SS-37	n/a		100,000				100,000
Schaper Pond Diversion Project	SS-38	n/a		550,000				550,000
Water Quality Improvement-Dawnview Terrace	SS-39	n/a		200,000				200,000
Douglas Drive Storm Sewer Improvements	SS-40	n/a				900,000		900,000
Toro Dingo with Attachments	SS-41	n/a	50,000					50,000
Storm Sewers Total			1,235,000	2,065,000	2,130,000	1,890,000	1,060,000	8,380,000
Bassett Creek Watershed Mgmt Comm			196,000	850,000	1,000,000			2,046,000
Storm Sewer Utility Fund (7300)			1,039,000	1,015,000	1,130,000	1,890,000	1,060,000	6,134,000
Union Pacific Railroad				200,000				200,000
Storm Sewers Total			1,235,000	2,065,000	2,130,000	1,890,000	1,060,000	8,380,000
Grand Total			1,235,000	2,065,000	2,130,000	1,890,000	1,060,000	8,380,000

Project # **SS-01**
 Project Name **Residential Storm Sewer Improvements**

Department Storm Sewers
 Contact
 Type Improvement
 Useful Life
 Category Storm Sewer
 Priority

Description

Construction and repair of storm sewer system in conjunction with the Pavement Management Program (see S#1)..

Justification

Provide an improved storm water runoff drainage system in conjunction with the Pavement Management Program to facilitate surface water runoff, minimize local drainage and flooding issues and protect pavement.

Expenditures	2013	2014	2015	2016	2017	Total
Infrastructure Improvements	545,000	655,000	750,000	500,000	600,000	3,050,000
Total	545,000	655,000	750,000	500,000	600,000	3,050,000

Funding Sources	2013	2014	2015	2016	2017	Total
Storm Sewer Utility Fund (730)	545,000	655,000	750,000	500,000	600,000	3,050,000
Total	545,000	655,000	750,000	500,000	600,000	3,050,000

Project # **SS-04**
 Project Name **Street Sweeper**

Department Storm Sewers
 Contact
 Type Equipment
 Useful Life
 Category Storm Sewer
 Priority

Description

New street sweeper to replace Unit #504, 2006 Elgin Sweeper.

Justification

Increased repair and maintenance expenditures on Unit 504, which will be eight years old.

Expenditures	2013	2014	2015	2016	2017	Total
Equip/Vehicles/Furnishings		150,000				150,000
Total		150,000				150,000

Funding Sources	2013	2014	2015	2016	2017	Total
Storm Sewer Utility Fund (730)		150,000				150,000
Total		150,000				150,000

Project # SS-05
Project Name Street Sweeper

Department Storm Sewers
Contact
Type Equipment
Useful Life
Category Storm Sewer
Priority

Description

New street sweeper to replace Unit #505, 2006 Elgin Sweeper.

Justification

Increased repair and maintenance expenditures on Unit #505, which will be nine years old.

Expenditures	2013	2014	2015	2016	2017	Total
Equip/Vehicles/Furnishings			150,000			150,000
Total			150,000			150,000

Funding Sources	2013	2014	2015	2016	2017	Total
Storm Sewer Utility Fund (730)			150,000			150,000
Total			150,000			150,000

Project # SS-10
Project Name Lakeview Park Water Quality Improvements

Department Storm Sewers
Contact
Type Improvement
Useful Life
Category Storm Sewer
Priority

Description

Water quality improvements in Lakeview Park to improve water quality in Medicine Lake. The scope of this project is to be determined during preliminary project design.

Justification

To reduce nutrients and sediment from storm water runoff in the Lakeview Heights area that drains to Medicine Lake. This project will be consistent with the Medicine Lake Total Maximum Daily Load (TMDL) Implementation Plan.

Expenditures	2013	2014	2015	2016	2017	Total
Infrastructure Improvements	250,000					250,000
Total	250,000					250,000

Funding Sources	2013	2014	2015	2016	2017	Total
Bassett Creek Watershed Mg	196,000					196,000
Storm Sewer Utility Fund (730)	54,000					54,000
Total	250,000					250,000

Project # **SS-11**
 Project Name **Storm Water Improvement and Wetland Restoration**

Department Storm Sewers
 Contact
 Type Improvement
 Useful Life
 Category Storm Sewer
 Priority

Description

Restore degraded wetlands and improve storm water conveyance system in and near General Mills JFB Research Nature Area concurrent with Pavement Management Program. A feasibility study will be prepared in 2015 with construction in 2016.

Justification

Reduce local flooding, improve storm water conveyance and water quality benefits, and restore degraded wetlands.

Expenditures	2013	2014	2015	2016	2017	Total
Infrastructure Improvements			20,000	280,000		300,000
Total			20,000	280,000		300,000

Funding Sources	2013	2014	2015	2016	2017	Total
Storm Sewer Utility Fund (730			20,000	280,000		300,000
Total			20,000	280,000		300,000

Project # **SS-12**
 Project Name **Brookview Golf Course - Buffer Zone Study**

Department Storm Sewers
 Contact
 Type Improvement
 Useful Life
 Category Storm Sewer
 Priority

Description

Perform a study in 2013 to identify locations for the development of native vegetation buffer areas in Brookview Golf Course. Construction of the buffer areas in 2014.

Justification

Removal of nutrients and sediment from stormwater runoff entering golf course ponds and Bassett Creek.

Expenditures	2013	2014	2015	2016	2017	Total
Infrastructure Improvements	15,000	150,000				165,000
Total	15,000	150,000				165,000

Funding Sources	2013	2014	2015	2016	2017	Total
Storm Sewer Utility Fund (730	15,000	150,000				165,000
Total	15,000	150,000				165,000

Project # SS-20

Project Name Bassett Creek Stream Bank Stabilization

Department Storm Sewers

Contact

Type Improvement

Useful Life

Category Storm Sewer

Priority

Description

Stabilize and restore stream banks along Bassett Creek Main Stem (Reach 1, Sub-reach 2). Need is based on inventory completed in 2001 and updated annually. The location of the 2015 project is between 10th Avenue and Duluth Street.

Justification

Reduce stream bank erosion and protect and improve the water quality of Bassett Creek and downstream waters. The Bassett Creek Watershed Management Commission Capital Improvement Program provides funding for stabilization of stream banks throughout the watershed.

Expenditures	2013	2014	2015	2016	2017	Total
Infrastructure Improvements			1,000,000			1,000,000
Total			1,000,000			1,000,000

Funding Sources	2013	2014	2015	2016	2017	Total
Bassett Creek Watershed Mg			1,000,000			1,000,000
Total			1,000,000			1,000,000

Project # SS-23

Project Name Storm Water Pond Dredging

Department Storm Sewers

Contact

Type Maintenance

Useful Life

Category Unassigned

Priority

Description

Pond Dredging program to remove accumulated sediment and hazardous materials such as PAHs, including the proper disposal of dredged materials. 2013 project location is Bassett Creek Nature Area Pond. 2014 location is Medicine Lake Road Pond west of Nevada Avenue. 2015 and beyond yet to be determined.

Justification

Significant sedimentation reduces the water quality volume in ponds and contributes to degradation of downstream waters. Periodic dredging removes accumulated sediment and hazardous materials and restores nutrient and sediment removal efficiencies.

Expenditures	2013	2014	2015	2016	2017	Total
Other	150,000		150,000	150,000	150,000	600,000
Total	150,000		150,000	150,000	150,000	600,000

Funding Sources	2013	2014	2015	2016	2017	Total
Storm Sewer Utility Fund (730	150,000		150,000	150,000	150,000	600,000
Total	150,000		150,000	150,000	150,000	600,000

Recommended Bassett Creek WMC Capital Improvements Program
Revised Per April 5, 2012 TAC Meeting

Year	Project Description	Project Number	Estimated Cost	Proposed Assessment
Completed Projects:				
2010	Restore Main Stem Channel, Crystal Border to Regent Ave.-Golden Valley/Crystal	2010CR	\$636,000 ¹	Approved Assessment ²
2010	Restore Plymouth Creek, Medicine Lake to 26 th Ave-Plymouth	2010CR	\$965,000 ³	Approved Assessment ⁴
Projects Underway:				
2011	Restore Main Stem Channel, Duluth St. to Crystal Border-Golden Valley	2011CR	\$580,200 ⁵	Approved Assessment ⁶
2011	Restore North Branch, 36 th Ave to Bassett Creek Park-Crystal	2011CR	\$834,900 ⁷	Approved Assessment ⁸
2012	Schaper Pond Enhancements, Feasibility Study – Golden Valley	SL-1	\$37,000 ⁹	\$37,000 – 2011 ¹⁰
2012	Wirth Lake Outlet Modification (TMDL Implementation Project) – Golden Valley	WTH-4	\$180,000 ¹¹	Approved Assessment ¹²
2012	Restore Main Stem Channel, Irving Ave to Golden Valley Road-Minneapolis & Golden Valley	2012CR	\$856,000 ¹³	Approved Assessment ¹⁴
2012	Sweeney Lake Outlet Replacement – Golden Valley	FC-1	\$250,000 ¹⁵	\$0 – 2012 ¹⁶
Projects Approved by BCWMC for 2013 CIP, But Not Yet Ordered:				
2013	Dredge Pond NB-07, Northwood Lake Watershed-Plymouth	NL-2	\$943,000 ¹⁷	\$943,000-2013
2013	Lakeview Park Pond Medicine Lake Watershed – Golden Valley	ML-8	\$196,000 ¹⁸	\$57,000 – 2013 \$139,000 – 2014
TAC-Recommended Future CIP Projects for Consideration by BCWMC:				
2014	Schaper Pond Diversion Project Sweeney Lake Watershed – Golden Valley	SL-3	\$550,000	\$550,000 – 2014
2014	Water Quality Improvement Site Main Stem Watershed – Golden Valley	BC-7	\$200,000 ¹⁹	\$200,000 – 2014
2014	Twin Lake In-Lake Alum Treatment Twin Lake Watershed – Golden Valley	TW-2	\$100,000	\$100,000 – 2014
2015	Restore Main Stem Channel, 10 th Ave. to St. Croix Ave. – Golden Valley	2015CR	\$1,000,000	\$1,000,000-2015
2016	Main Stem Watershed, Water Quality Improvement Sites –Minneapolis	BC-5	\$160,000 ¹⁹	\$160,000-2016
2016	Main Stem Watershed, Honeywell Pond Expansion – Golden Valley	BC-4	\$285,000 ²⁰	\$285,000 – 2016
2016	Restore Plymouth Creek, 37 th Ave to 26 th Ave-Plymouth	2016CR	\$559,000 ¹⁷	\$555,000-2016 \$4,000-2017
2017	Restore Main Stem Channel, Cedar Lake Road to Irving Ave – Minneapolis	2017CR	\$800,000	\$800,000 – 2017
2017	Construct Ponds NB35A,B,C and 29A,B, Northwood Lake Watershed -New Hope	NL-1	\$595,000 ¹⁷	\$196,000-2017 \$399,000 – 2018
2018	Main Stem Watershed, Water Quality Improvement Sites – Golden Valley	BC-3	\$1,100,000 ¹⁹	\$601,000 – 2018 \$499,000 – 2019
2019	Divert Lancaster Lane Storm Sewer Northwood Lake Watershed—Plymouth	NL-3	\$59,000 ¹⁷	\$59,000-2019

¹ August 2009, *Feasibility Report for Bassett Creek Restoration Project*

² Approved 2010 assessment \$34,800, and approved 2011 assessment \$286,300; balance funded from grants and reserves

³ July 2009, *Feasibility Report for Plymouth Creek Restoration Project*

⁴ Approved 2010 assessment \$902,462, balance funded from reserves

- ⁵September, 2010, *Feasibility Report for Bassett Creek Restoration Project – Reach 1*
- ⁶Approved 2011 assessment \$160,700; balance funded from reserves
- ⁷September, 2010, *Feasibility Report for North Branch Bassett Creek Restoration Project*
- ⁸Approved 2011 assessment \$415,400, balance funded from reserves
- ⁹Cost update per February, 2011 Commission action
- ¹⁰Funded from reserves
- ¹¹July, 2011 *Feasibility Report for the Wirth Lake Outlet Modification Project*
- ¹²Approved 2012 assessment \$83,111; \$21,889 funded from reserves; balance (\$75,000) funded through BWSR Clean Water Fund grant
- ¹³June, 2011, *Feasibility Report for the 2012 Bassett Creek Main Stem Restoration Project, Golden Valley Road to Irving Avenue North*
- ¹⁴Approved 2012 assessment \$678,599; balance (\$177,101) funded from reserves; project also received BWSR Clean Water Fund Grant (\$217,500)
- ¹⁵Bassett Creek CIP, 2010 cost update
- ¹⁶To be funded using flood control project long term maintenance funds
- ¹⁷Bassett Creek CIP, 2008 cost update
- ¹⁸June, 2011 update to August, 2004 *Lakeview Park—Proposed Water Quality Pond* feasibility study
- ¹⁹Bassett Creek CIP, 2012 cost update; previous version of CIP table showed a cost estimate of \$1,300,000 for all three sites (BC-3, BC-5, and BC-7), assuming construction of a pond at each site, cost shown is estimate for each pond separately, based on the relative project cost in the 2000 study *Bassett Creek Main Stem Watershed Management Plan*.
- ²⁰Placeholder cost estimate (cost estimate shown was for proposed BC-8 project, which this project replaces); project cost estimate expected in mid-2012. Cost shown is the portion of the total project costs that would provide water quality treatment above and beyond the city of Golden Valley's/BCWMC's requirements.

9A.

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 BC-24B1 (Option 6 in Medicine Lake Plan)		\$0									
ML-2 ³	Reduce Storm Loadings by 75% (Option 17 in Medicine Lake Plan)											
ML-3, ML-4 ⁴	Remove flow from subwatershed BC14 to a larger wet detention pond for BC01 (Option 26 in Medicine Lake Plan) & dredging of accumulated sediment Medicine Lake East Basin 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 BC08, B-19A and BC09B (Option 10a in Medicine Lake Plan) & dredging of accumulated sediment		\$0									
ML-6	Construct wet detention pond for subwatershed BC34B2 (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 ¹⁶	26th Avenue to Medicine Lake	E	\$965,000	\$902,462								
PC-2 ¹⁶	26th Avenue to 37th Avenue	E	\$559,000							\$105,000	\$454,000	
Parkers Lake												
PL-6 ¹⁴	Improvements to stormwater basin in PL-413 near Circle Park (from the City of Plymouth's Parkers Lake Implementation Plan)	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 THDL 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	Dredge pond NB-67 (Option 2 in Northwood Lake Plan)	E	\$990,000				\$990,000					
NL-3	Gravel wet Lake water Lake 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-26A, B (Option 5 in Northwood Lake Plan)	A	\$153,000									
NL-7 ¹⁶	Construct pond adjacent to creek	E	\$139,000									
Bassett Creek Main Sluice												
BC-1 ¹³	Pond BC 10-3 (Option 4 in Bassett Creek Main Sluice 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												
Courtview Pond to Turners Crossing ¹⁷	Channel restoration	A	\$386,000									
North Branch												
36th Ave to Bassett Creek Park ²¹	Channel restoration	E	\$835,000		\$800,000	\$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	Remains for detention skimming facility (Option 1 in Crane Lake Plan)	E	\$116,000									
CL-2 ¹⁸	Jay 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:

- Capital Cost does not include land acquisition costs, but does include legal, administration, and 25% additional for contingencies.
- Constructed by City.
- Periodically completed by City.
- This project includes dredging of accumulated sediment and was completed in 2008.
- Mn/DOT sound wall construction in New Hope will require relocation and resizing of storm sewer in this watershed.
- Treatment completed by the City of Plymouth in 2005, 2006, and 2008.
- Completed in 2008.
- Project authorized in 2006. Issues regarding participation by Mn/DOT and future maintenance have delayed construction, no current schedule.
- Project authorized in 2006. Issues regarding site contamination and right-of-way have delayed construction, no current schedule.
- Project completed in 2006.
- 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.
- The City of New Hope constructed NB-26A and B, NB-36A, NB-37A and NB-38A were completed in 2006.
- This project was completed as part of the Boone Ave and Brookview Golf Course improvement projects in 2004.
- Project approved for construction in 2006, to be completed as part of street repaving project.
- Minor Plan Amendment approved April 2007. Project to be completed in 2010.
- Minor Plan Amendment approved September 2007. Project completed in 2009.
- Minor Plan Amendment approved August 2007. Project completed in 2008.
- Not feasible per city of Minnetonka in 2008.
- Minor Plan Amendment approved June 2009. Project PC-1 to be completed in 2011.
- Minor Plan Amendment approved June 2009.
- Project construction proposed to start in 2011 using CIP reserve funds.

Request for Proposals

Project Background

The Bassett Creek Watershed Management Commission (BCWMC) is a joint powers organization formed by the member cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park. Initially organized to provide flood control, the BCWMC's efforts also focus on improving surface water quality.

The BCWMC is governed by a nine-member Board of Commissioners with a representative appointed by each member community. Technical matters are addressed with assistance from a nine-member Technical Advisory Committee (TAC) with each member community appointing a staff representative to the committee.

The Board functions as a board with subcommittees responsible for administration, education, and other BCWMC activities. Three consultants work at the board's direction: Barr Engineering, which provides engineering services; Kennedy & Graven, which provides legal services and Virtual Administrative Services, who provides recording and administrative support services.

In 2008, the BCWMC completed an organizational analysis and has been working since then to implement the recommendations of the study. These recommendations include:

- Increasing the organization's administrative capacity to coordinate and lead strategic planning and implementation, establish effective administrative procedures, provide project oversight, and facilitate communications among the Commission's members and stakeholders.
- Clarifying roles, responsibilities, and relationships of the Board, TAC, contractors and consultants.
- Ensuring alignment between the Commission's mission and strategic plan and annual work plans.

The BWCMC first contracted with an administrator in 2010 to implement these recommendations. The Commission is now seeking to contract with a uniquely talented, flexible and creative individual to continue this effort.

Scope of Services

The Commission is seeking proposals from independent contractors to provide administrative leadership and coordination.

The services to be provided by the independent contractor are:

1. Facilitate the development and implementation of an updated watershed management plan to set strategic direction, goals, policies and work plans for the next 10 years.
2. Establish processes to increase the organization's efficiency and to reduce duplication of effort
3. Serve as the primary point of contact for Commission business and coordinate activities among consultants
4. Provide coordination with representatives of City, County, State and Federal agencies and other stakeholder groups
5. Coordinate consultants' projects and activities; review invoices and recommend payment
6. Identify opportunities to secure grant funding and develop partnerships to accomplish the Commission's Watershed Management Plan
7. Track implementation of watershed-funded annual water quality projects and activities to ensure that established objectives, project budgets, and schedules are met
8. With the assistance of the Deputy Treasurer, develop an operation budget on an annual basis for consideration by the Commission
9. The successful independent contractor will be asked to develop an annual work plan and reporting system in consultation with the Commission's Administrative Committee
10. Develop agendas for meetings (monthly Commission meetings, TAC meetings and others as necessary)
11. Other duties or activities as may be directed by the Commission

Proposal Requirements

Proposals must contain the following information:

1. Applicant's name, address, telephone number and e-mail and experience working as an independent contractor.
2. A statement detailing the understanding of the work and the approach that would be used to provide the requested services.
3. A summary of relevant experience in the following areas:
 - a. Providing administrative direction and coordination services for a governing body
 - b. Interacting with local government agencies on matters involving water management, planning, and civil engineering
 - c. Developing and implementing administrative and financial processes
 - d. Securing and managing grant funding
4. The resumes of the individual(s) who will be providing the requested services,

noting any special or unique experiences and/or qualifications that the proposer brings to this assignment.

5. The availability to start this work and the resources available to take on this contract. Please comment on other commitments the ability to commit to a 12-month service contract with the BCWMC.
6. The names and contact information for four professional references and a statement for each reference explaining how this individual is familiar with applicant's work.
7. The hourly rate that will be in effect for the *12-month* term of a contract. Please note that the Commission anticipates that completion of the work scope requires about 65-75 hours per month. This position is an independent contractor who will be compensated by an agreed upon hourly rate. No further compensation will be provided for benefits, nor will the Commission provide a work space or office equipment to execute the work.
8. A professional writing sample performed by the individual(s) who will be providing the requested services.

Evaluation and Selection Criteria

The BCWMC will review the proposals based on the following criteria:

- a. The proposer's understanding of the scope of services requested.
- b. The proposer's experience and qualifications.
- c. Experience with similar projects, especially watershed-related work.
- d. Ability to meet project requirements as outlined in this Request for Proposals.

Emphasis will be placed on the following skills

- a. Communication experience
- b. Administrative experience (government affairs)
- c. Writing and organization skills
- d. Planning experience
- e. Financial management experience
- f. Experience managing consultants

Timeline and Submission Procedures

The deadline for proposals is October 17th, 2012 no later than 4:30 p.m.

All proposals must be submitted electronically to Pat Schutrop, pschutrop@goldenvalleymn.gov, in a single PDF document.

Questions

Please direct all questions to:

Ms. Ginny Black, Chair

Bassett Creek Watershed Management Commission
c/o City of Plymouth
3400 Plymouth Boulevard
Email: gblack@plymouthmn.gov

- The BCWMC reserves the right to reject and/or award any or all proposals or parts thereof and to waive any technicalities or formalities according to the best interests of the Commission.
- The BCWMC reserves the right to interview any or all proposers at its discretion.
- The BCWMC reserves the right to negotiate an agreement with the selected proposer, including refining the scope of services to be provided and hourly rate.

Bassett Creek Recording Administrator

From: Michael Welch [mjewelch@gmail.com]
Sent: Thursday, September 13, 2012 11:26 PM
To: Clancy, Jeannine; Bassett Creek Recording Administrator; ginny.black@q.com
Subject: Re: BCWMC RFP Documents
Attachments: BCWMC Request for Proposals MW edits 9-13-12.docx

Ginny/Jeannine/Amy,

First, apologies for not having contacted you earlier -- I have not had time this week to do much more than have a quick look at the RFP and have just drafted notes on it now. I remain committed to the timeline and the importance of getting an administrator on the job as soon as possible. Thanks for your efforts, Jeannine, and Eric's on the RFP, timeline, job duties, etc.

As we discussed at the last admin services meeting, we're limited in our ability to make progress on matters that require discussion, review and approval by the commissioners (or the committee) without an open meeting. Given that, I'm surprised to see that some of the revisions to the RFP appear to have involved exercise of subjective judgment not rooted in direction provided (to my recollection) at the last admin meeting. I do not believe it will be productive to and do not wish to instigate a substantive discussion via email, but rather -- to keep us on the timeline -- want to request of you, Ginny, that:

1. the RFP attached to Jeannie's email in the packet not be marked or titled "final" -- that determination needs to be made by the commission; and
2. my attached edit also be included in the packet.

I realize the second risks causing some confusion, but I do not want to have another discussion at the commission meeting, followed by another admin meeting, followed by another draft forwarded for the commission's approval ... I'm hoping that by having both versions in advance of the meeting, the commissioners will be able to decide how exactly the RFP should read and we can stay on track. (I've made edits to the last clean version Jeannine sent.)

Thanks.

---Michael

On Thu, Sep 13, 2012 at 1:19 PM, Clancy, Jeannine <JClancy@goldenvalleymn.gov> wrote:

Dear Administrative Committee:

Attached are the following:

Redlined Version of RFP (showing compensation changes)

Final Version of RFP

List of Contact to send RFP to

Summary of Geoff Nash's Time

Timeline for acquiring Administrator

I received one comment on the draft RFP from Commissioner de Lambert, and we have incorporated his recommendations into the document. I understand that you would like the Commission to review the RFP. To meet the Commission's timeline for agenda production, I have copied Amy Herbert on these documents. Amy should touch base with the Chair or Vice Chair to ensure that the documents are acceptable to be placed on the Commission agenda.

Please take a look at the time summary that Eric prepared for Mr. Nash's time. I feel this is useful information. I appreciate that Mr. Nash was detailed in his documentation to the commission making it very easy to summarize the categories of work that were performed on behalf of the Commission.

Please contact me if you have questions.

Jeannine Clancy | Director of Public Works | City of Golden Valley

7800 Golden Valley Road | Golden Valley, MN 55427 | [763-593-8035](tel:763-593-8035) | [763-593-3988](tel:763-593-3988) (Fax) | [763-593-3968](tel:763-593-3968) (TTY) |

jclancy@goldenvalleymn.gov



Please note new email address.

--

Michael Welch
212 Thomas Av S
Minneapolis 55405

98.
Proposed edits
submitted for packet
by Michael Welch.

Request for Proposals

Background

The Bassett Creek Watershed Management Commission (BCWMC) is a joint powers organization formed by the member cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park. Initially organized to provide flood control, the BCWMC's primary emphasis is now efforts also focus on improving surface water quality.

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The Board functions as a board with has established subcommittees responsible for administration and, education, and other BCWMC activities. Three consultants work at the board's direction: Barr Engineering, which provides engineering services; Kennedy & Graven, which provides legal services and Virtual Administrative Services, who which provides recording and administrative support services. City of Golden Valley staff provide financial management and bookkeeping services.

In 2008, the BCWMC completed an organizational analysis and has been working since then to implement the recommendations of the study. These recommendations include:

- Increasing the organization's administrative capacity to coordinate and lead strategic planning and implementation, establish effective administrative procedures, provide project oversight, and facilitate communications among the Commission's members and stakeholders.
- Clarifying roles, responsibilities, and relationships of the Board, TAC, contractors and consultants.
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4. Provide coordination with representatives of City, County, State and Federal agencies and other stakeholder groups
5. Coordinate consultants' projects and activities; review invoices and recommend payment
6. Identify opportunities to secure grant funding and develop partnerships to accomplish the Commission's Watershed Management Plan
7. Track implementation of [watershedBCWMC](#)-funded annual water quality projects and activities to ensure that established objectives, project budgets, and schedules are met
8. ~~With the assistance of the Deputy Treasurer, D~~develop an ~~operation~~ budget on an annual basis for consideration by the Commission
9. ~~The successful independent contractor will be asked to d~~Develop an annual work plan and reporting system in consultation with the Commission's Administrative Committee
10. Develop agendas for meetings (monthly Commission meetings, TAC meetings and others as necessary)
11. Other duties or activities as may be directed by the Commission

Proposal Requirements

Proposals must contain the following information:

1. ~~Applicant~~[Respondent](#)'s name, address, telephone number and e-mail and experience working as an independent contractor.
2. A statement detailing the understanding of the work and the approach that would be used to provide the requested services.
3. A summary of relevant experience in the following areas:
 - a. Providing administrative direction and coordination services for a governing body
 - b. Interacting with local government agencies on matters involving water management, planning, and civil engineering
 - c. Developing and implementing administrative and financial processes
 - d. Securing and managing grant funding
4. The resumes of the individual(s) who will be providing the requested services,

noting any special or unique experiences and/or qualifications that the proposer brings to this assignment.

5. The availability to start this work and the resources available to take on this contract. Please comment on other ongoing commitments and the ability to commit to a 12-month service contract with the BCWMC.
6. The names and contact information for four professional references and a statement for each reference explaining how this individual is familiar with applicant/~~respondent~~'s work.
7. The hourly rate that will be in effect for the 12-month term of a contract. (Please note that the Commission anticipates that completion of the work scope requires about 65-75 hours per month. This position is an independent contractor who will be compensated by an agreed upon hourly rate. No further compensation will be provided for benefits, nor will the Commission provide a work space or office equipment to execute the work. Respondents should provide information on the organizational structure, if any, within which the respondent will work; i.e., a respondent who works within an organization that provides benefits, work space, etc. should indicate as much and provide brief information on the organization.
8. A professional writing sample performed-authored by the individual(s) who will be providing the requested services.

Evaluation and Selection Criteria

The BCWMC will review the proposals based on the following criteria:

- a. The proposer's understanding of the scope of services requested.
- b. The proposer's experience and qualifications.
- c. Experience with similar projects, especially watershed-related work.
- d. Ability to meet project requirements as outlined in this Request for Proposals.

Emphasis will be placed on the following skills/criteria:

Primary

- a. Communication experience
- b-a. Administrative experience/training (especially government ~~affairs~~)
- b. Communications experience/training
- c. Writing and organization skills
- d. Planning experience/training
- e. Financial management experience
- f. Experience-Consultant-management~~ing consultant~~experience

Secondary

- a. Technical experience/training
- b. Water resources experience
- c. Facilities capacity
- d. Human resource support

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Bassett Creek Watershed Management Commission
c/o City of Plymouth
3400 Plymouth Boulevard
Email: gblack@plymouthmn.gov

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- The BCWMC reserves the right to interview any or all proposers at its discretion.
- The BCWMC reserves the right to negotiate an agreement with the selected proposer, including refining the scope of services to be provided and hourly rate.



Administrative Services Role – Timeline

Aug 30 th	Review preliminary RFP & timeline
Aug 30 th – Sept 20 th	Refine RFP
September 20 th	Final review of RFP and approval at monthly meeting
September 21 st	Make changes to RFP, if necessary
September 24 th	Mail requests for proposals
October 17 th	Proposal due date
October 18 th	Distribute received Proposals to Administrative Services Committee members
October 25 th	Administrative Committee meets to discuss proposals and selects candidates for interviews
Nov 5 th & Nov 7 th	Oral / written interview process with candidates
November 8 th	Administrative Committee meets to select a candidate and prepare offer
Nov 9 th – Nov 16 th	Negotiate Contract with selected candidate
November 24 th	Final approval of Contract with selected candidate
December 20 th	Administrator participates in first monthly meeting
January 2013	Consultant assumes all roles associated w/ position

Sent RFP to:

Hennepin County Environmental Services
 Joel Settles joel.settles@co.hennepin.mn.us
 Minnesota Board of Water and Soil Resources
 Steve Woods steve.woods@state.mn.us
 Minnesota Board of Water and Soil Resources
 Brad Wozney brad.wozney@state.mn.us
 Minnesota Board of Water and Soil Resources
 Jim Haertel jim.haertel@state.mn.us
 Minnesota Board of Water and Soil Resources
 John Jaschke john.jaschke@state.mn.us
 Ramsey-Washington Metro Watershed District
 Cliff Aichinger cliff@rwmwd.org
 Forest Lake Watershed District
 Randy Anhorn randy@ci.forest-lake.mn.us
 Minnehaha Creek Watershed District
 Eric Evenson eevenson@minnehahacreek.org
 Nine Mile Creek Watershed District
 Kevin Bigalke kbigalke@ninemilecreek.org
 Minnesota Pollution Control Agency
 Anne Gelbmann Anne.Gelbmann@state.mn.us
 Minnesota Pollution Control Agency
 Dale Thompson Dale.Thompson@state.mn.us
 Metropolitan Council Environmental Services
 Jack Frost jack.frost@metc.state.mn.us

Minnesota Works <https://www.minnesotaworks.net/> (had to start and account, login: gblack, password: ginny123) Note: could not post on this web site because the position is a contract position.

Women in the Environmental Field <http://fwef.org/employment>

Water Resources Coordinator Group, Leslie Stovring LStovring@edenprairie.org
 – she has posted this on their web site.

League of MN Cities <http://www.lmc.org/page/1/city-jobs.jsp>. Jeanette Sobania, Plymouth's HR staff contacted LMC, they will post the job Monday Jan. 4th

MN Association of Conservation District Employees
 Contact Felicia Brockoff at Carver SWCD fbrockoff@co.carver.mn.us for postings.

MN Association of Watershed Districts, contact Ray Bohn at raybohnmg@aol.com – They will post the RFP.

MN Soil and Water Conservation Districts, Leann Buck – asked to post on web site/pass on to personal contacts, have not heard back.

Wetland Professionals Assoc., Natasha DeVoe of BWSR is posting this to this group's web site.

CC: Sue Virnig svirnig@goldenvalleymn.gov
Pat Schutrop pschutrop@goldenvalleymn.gov
Sharon Klumpp sklumpp@springsted.com

98.

Summary of Geoff Nash's Time Spent [Apr-Oct 2010]

	April	May	June	July	Aug	Sept	Oct
2010 ADMINISTRATOR TASKS [hrs spent]							
Commission Meeting / Prep	4	8	8.5	6.5	11	9	9.5
Administrative	-	3.5	9	17.5	32	25.5	23.5
Administrative Committee Meeting / Prep	2	-	1.5	5.5	-	2	1
Grants	-	-	-	-	-	-	2
Budget Committee Meeting / Prep	-	2	-	-	-	-	-
Education / Outreach Committee Meeting / Prep	-	1.5	-	-	-	-	2.5
TAC Meeting / Prep	-	2.5	10.5	2.5	4	9.5	5
Medicine Lake TMDL	2.5	-	2	-	-	-	-
Sweeney Lake TMDL	1	1.5	1.5	8	4.5	11	14
Wirth Lake TMDL	-	-	2	-	-	-	0.5
Sweeney lake Phosphorus in fireworks	4.5	-	-	-	-	-	-
Hennepin Co. Groundwater Planning Meeting	2	-	-	-	-	-	-
Communication with Commission / Consultants	1	7.5	13	5.5	6	11.5	-
Policy Manual - Gather Examples & Draft	20	16.5	18	7.5	5.5	3	8
Major Amendment WMP	0.5	2	1	-	-	-	-
Annual Report 2009	-	2	-	-	-	-	-
Third Party Meeting	-	4.5	-	1	4	1	3
CIP	-	-	3	2.5	-	3	-
BWSR Reporting / Grant Tracking / eLink	-	-	-	-	-	-	3.5
TOTAL	37.5	51.5	70	56.5	67	75.5	72.5
INVOICE AMOUNT [\$47.00 / HR]	\$1,762.50	\$2,420.50	\$3,290.00	\$2,655.50	\$3,149.00	\$3,548.50	\$3,407.50
2010 ADMINISTRATOR EXPENSES [\$ spent]							
Telephone	\$51.51	\$53.93	\$70.89	\$65.49	\$60.78	\$60.78	\$60.55
Printing Black & White (\$0.15 / sheet)	\$4.80	\$11.25	\$5.85	\$3.60	\$10.34	\$9.29	-
Printing-Color (\$0.50 / sheet)	\$1.50	\$2.50	-	-	\$1.50	-	-
Postage (\$0.44 ea.)	\$0.88	-	-	-	\$6.00	\$6.00	\$4.07
Mileage (\$0.50 / mile)	\$34.00	\$49.50	\$40.00	\$20.00	\$10.00	\$10.00	\$20.00
Office Products	-	-	-	-	-	\$14.89	\$27.16
TOTAL	\$92.69	\$117.18	\$116.74	\$89.09	\$88.62	\$100.96	\$111.78

SUMMARY			
ITEM	MONTHLY AVG [HRS]	MONTHLY AVG [COST]	PROJ. YEARLY COST
Administrative	18.50	\$869.50	\$10,434.00
Policy Manual	9.75	\$458.25	\$5,499.00
Commission Meeting / Prep	8.75	\$411.25	\$4,935.00
TMDL's	7.50	\$352.50	\$4,230.00
Communication with Commission / Consultants	7.25	\$340.75	\$4,089.00
TAC Meeting / Prep	5.67	\$266.49	\$3,197.88
All Other Items	3.17	\$148.83	\$1,786.00
Administrative, Budget, Education Meeting / Prep	2.67	\$125.33	\$1,504.00
Third Party Meetings	2.25	\$105.75	\$1,269.00
Expenses	-	\$104.06	\$1,248.74
*Proj. Yearly Costs based on Rate of \$47.00 / hr		Projected Yearly Total:	\$38,192.62



Notes from August 20, 2012, Next Generation Plan Steering Committee Meeting

Attendees: Karen Chandler, Linda Loomis, Justin Riss, Jim de Lambert

Gap Analysis

Review Current Plan and consider:

- New State or Federal requirements that need to be addressed in new plan.
- Policies that need to be revised, policies that have been revised and the need for new policies.
- Items related to the capital improvement plan (CIP) including funding.
- Update major projects.
- Review new impairments
- Regulatory Controls (input from TAC, Michael Welch, Derek Asche, others)

Planning Process

Complete Gap Analysis to provide direction for planning process.
Decide on Public Participation process.

Action Items for September BCWMC

- Take formal action to appoint a steering committee
- Appoint a Chairperson for the committee
- Receive, review & approve Barr proposal for Gap Analysis
- Request proposal from Linda Loomis for assistance with Public Participation Process using the Golden Valley model

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 9Ci– Next Generation Watershed Management Plan – Status of Planning Process
BCWMC September 20, 2012 Meeting Agenda
Date: September 13, 2012
Project: 23270051 2012 403

9Ci. Next Generation Watershed Management Plan – Status of Planning Process

Recommendations:

- a. The Steering Committee recommends the Commission take the following actions (see attached notes from August 20, 2012 meeting):
 - i. Take formal action to appoint a Steering Committee
 - ii. Appoint a Chairperson for the Steering Committee
 - iii. Receive, review and approve Barr proposal for Gaps Analysis (see agenda item 9Cii)
 - iv. Request proposal from Linda Loomis for assistance with the Public Participation Process, using the Golden Valley “Envision” model
- b. Direct the Steering Committee to present a recommended final planning process for adoption by the Commission.

Background

On June 27, 2012 the Commission sent a letter to reviewers of the future Next Generation Watershed Management Plan (Plan) notifying them that the planning process is starting and requesting information from them (see attached letter). The deadline for submitting responses was September 4, 2012. The Commission received five responses, from the Metropolitan Council, the Minnesota Board of Water and Soil Resources (BWSR), the Minnesota Department of Agriculture, the Minnesota Department of Natural Resources (DNR), and Three Rivers Park District (see attached letters/responses). The response letters provide comments, suggestions, and information sources to the Commission that will require discussion or consideration during the planning process.

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 9Ci- Next Generation Watershed Management Plan – Status of Planning Process
BCWMC September 20, 2012 Meeting Agenda
Date: September 13, 2012
Page: 2
Project: 23270051 2012 403

The Next Generation Plan Steering Committee met on August 20, 2012. In general, the Steering Committee recommended formalizing the Steering Committee, and moving forward with the gaps analysis and the public participation process (see attached meeting notes).

The meeting packet for the July 19 Commission meeting included a revised draft set of proposed planning process steps and schedule (agenda item 7D from that meeting). However, the Steering Committee has not yet recommended a final planning process for the Commission to adopt. Some early steps in the draft proposed planning process include:

1. Establish Steering Committee (done, but formalization recommended)
2. Notify plan stakeholders (done)
3. Kickoff
4. Initiate gaps analysis (see agenda item 9Cii)
5. Visioning
6. Self-assessment
7. Develop public outreach process (see Recommendations above)

The Steering Committee has a standing meeting every month, at 4:30 PM on the Monday following the Commission meeting. The next three meetings would then be:

- o September 24
- o October 22
- o November 19

Public notice must be provided for every Plan Steering Committee meeting.

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 9Cii—Next Generation Watershed Management Plan: Gaps Analysis Proposal
BCWMC September 20, 2012 Meeting Agenda
Date: September 13, 2012
Project: 23270051.33 2012

9Cii. Next Generation Watershed Management Plan: Gaps Analysis

Recommendations:

1. Direct engineer to complete gaps analysis, or direct engineer to revise work scope and bring revised scope to future meeting.

Background

At their August 16 meeting, the Commission directed the engineer to develop a cost estimate to review the current Watershed Management Plan (Plan) and compile recommendations regarding the technical changes that need to be made to the Plan as part of the Next Generation Plan process. In previous discussions (at either Commission or Next Generation Plan Steering Committee meetings), this was also referred to as a gaps analysis. The Commission and/or Steering Committee also suggested that the TAC-identified issues document should be part of the gaps analysis. The Commission also received responses to their Plan notification letter from the Minnesota Board of Water and Soil Resources, Minnesota Department of Natural Resources, the Metropolitan Council, and Three Rivers Park District (see attached letters). The comments in these letters should also be part of the gaps analysis.

Below is a proposed scope of work and budget estimate for a gaps analysis. The work scope includes the preparation of a “gaps” document that will include a list of issues and discussion of each issue as it relates to the existing BCWMC Plan. The work scope also assumes that the document will be reviewed first by the Next Generation Plan Steering Committee and then by the Commission. Although these review steps add more time and cost to the analysis, they are critical to ensure buy-in by the Steering Committee and the Commission.

Proposed Scope of Work

Task 1. Analysis of regulatory controls. This task includes reviewing the draft MS4 permit, the future new EPA construction permit requirements (if available), applicable MIDS recommendations, and existing member city and WMO/WD triggers and standards. Regulatory controls will be assessed relative to the contents of the current BCWMC Plan and the BCWMC’s “Requirements for Improvements and Development Proposals” document. Commission staff completed a table for the April 5, 2012 TAC meeting that compares the member city and BCWMC triggers and standards for stormwater management and erosion/sediment control. To further assess regulatory controls, the Commission recommended

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 9C—Next Generation Watershed Management Plan: Gaps Analysis
BCWMC September 20, 2012 Meeting Agenda
Date: September 13, 2012
Page: 2

development of a table showing other WMO/WD triggers and standards. Plymouth city staff already developed such a table for the WMO/WDs in their city. This task assumes that the City of Plymouth will provide their WMO/WD table to Commission staff for use as a general template.

Task 2. Review TAC-identified issues document. This task includes reviewing the TAC-identified issues document (included in the February 18, 2012 Commission meeting packet) in consideration of the current BCWMC Plan and developing a summarized list of issues.

Task 3. Other program analysis. This task includes review of other issues we are aware of that are not included in the TAC issues document. These could be issues related to TMDLs/impaired waters, monitoring and other data collection programs, major BCWMC CIP projects, inspection programs, and possible funding issues. These issues will be reviewed with respect to their inclusion in the current BCWMC Plan.

Task 4. Gaps Analysis Document

Task 4a. Develop draft gaps analysis document. This task takes the information developed in the previous tasks to create a draft gaps analysis document. The document will list issues, which will be discussed with respect to how they are addressed/not addressed in the current BCWMC Plan. The draft document would then be submitted to the Next Generation Plan Steering Committee for review and discussion at a committee meeting.

Task 4b. Prepare revised gaps analysis document. This task includes revising the draft gaps analysis document, based on the Next Generation Plan Steering Committee comments. The revised draft document would then be submitted to the Commission for review and discussion at a Commission meeting.

Task 4c. Prepare final gaps analysis document. This task includes revising the draft document, based on Commission comments, to create the final gaps analysis document. This final document would then be distributed to the Commission.

Budget and Schedule

To perform the above tasks, we estimate a budget of \$14,700. The following table lays out the anticipated schedule for the work tasks:

Task	Anticipated Completion
Task 1. Analysis of regulatory controls	October 2012
Task 2. Review TAC-identified issues document	October 2012
Task 3. Other program Analysis	October 2012
Task 4a. Gaps analysis document – develop draft and submit to Steering Committee	November 2012
Task 4b. Gaps analysis document – prepare revised draft based on Steering Committee review and submit to Commission	December 2012
Task 4c. Gaps analysis document – prepare final based on Commission review	December 2012



June 27, 2012

Member Cities

Hennepin County Environmental Services
 Hennepin Conservation District
 Metropolitan Council
 Minnesota Board of Water and Soil Resources
 State Review Agencies
 Minnesota Department of Transportation
 Minneapolis Park & Recreation Board

Re: Bassett Creek Watershed Management Commission's 2014 Watershed Management Plan

Dear Future Watershed Management Plan Reviewers:

The Bassett Creek Watershed Management Commission (BCWMC or Commission) is in the early stages of updating its watershed management plan. State law requires that watershed management plans be updated every 10 years; the BCWMC's current plan expires in August 2014. The BCWMC's goal is to complete the draft plan by fall of 2013, and then to submit the draft plan for review to the member cities, review agencies and the public.

The watershed management plan sets the goals, policies and strategies for managing the lakes, streams and wetlands in the Bassett Creek watershed. State law and rule govern the watershed planning process. The Minnesota Board of Water and Soil Resources' (BWSR) authority includes approving the plan and overseeing the planning process.

With this letter, the Commission is requesting any comments you might have on the following areas:

- Priority issues and your expectations for BCWMC involvement in these issues
- Summaries of relevant water management goals
- Pertinent water resource information
- Official controls and programs (as applicable)

The Commission respectfully requests that you provide this information within 60 days of receipt of this letter (September 4, 2012). The information you provide will help the Commission identify the issues and goals that should be addressed in the updated plan. The Commission will hold a plan kickoff meeting after they have received and reviewed the requested information. You will receive a separate notification inviting you to this future kickoff meeting.

Thank you for your time and assistance in providing this requested information. Information should be provided to the Commission in care of Karen Chandler, Barr Engineering Co., 4700 West 77th St.,

Bassett Creek Watershed Management Commission

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

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

Member Cities
Hennepin County Environmental Services
Hennepin Conservation District
Metropolitan Council
Minnesota Board of Water and Soil Resources
State Review Agencies
Minnesota Department of Transportation
Minneapolis Park & Recreation Board
June 27, 2012
Page 2

Edina, MN 55435 (or by email kchandler@barr.com). If you have any questions, please contact Karen Chandler, the BCWMC's engineer, at kchandler@barr.com or 952-832-2813.

Sincerely,

A handwritten signature in black ink that reads "Virginia K. Black". The script is cursive and fluid, with the first name "Virginia" being larger and more prominent than the last name "Black".

Virginia K. Black
Chair, Bassett Creek Watershed Management Commission

c: Bassett Creek Watershed Management Commission
Enclosure(s): Attachment – Distribution List

Attachment – Distribution List

Member Cities:

City of Crystal – Ms. Chrissy Serres, City Clerk
City of Golden Valley – Ms. Sue Virnig, City Clerk
City of Medicine Lake – Ms. Nancy Pauly, City Clerk
City of Minneapolis – Casey Carl, City Clerk
City of Minnetonka – Mr. David Maeda, City Clerk
City of New Hope – Ms. Valerie Leone, City Clerk
City of Plymouth – Ms. Sandra Engdahl, City Clerk
City of Robbinsdale – Mr. Tom Marshall, City Clerk
City of St. Louis Park – Ms. Nancy Stroth, City Clerk

Hennepin County:

Hennepin County – Mr. Joel Settles
Hennepin Conservation District – Ms. Stacey Lijewski

Metropolitan Council:

Metropolitan Council – Ms. Judy Sventek

Minnesota Board of Water and Soil Resources:

Minnesota Board of Water and Soil Resources – Mr. Brad Wozney

State Review Agencies:

Minnesota Department of Natural Resources – Mr. Nick Proulx
Minnesota Pollution Control Agency – Mr. David L. Johnson
Minnesota Department of Health – Mr. Art Persons
Minnesota Department of Agriculture – Mr. Rob Sip

Minnesota Department of Transportation:

Minnesota Department of Transportation – Mr. Nick Tiedeken

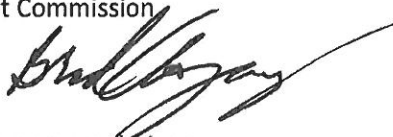
Minneapolis Park & Recreation Board:

Minneapolis Park & Recreation Board – Debra Pilger, Director, Environmental, Equipment and Volunteer Services



MEMORANDUM

TO: Bassett Creek Watershed Management Commission

FROM: Brad Wozney, Board Conservationist 

SUBJECT: 3rd Generation Plan Revision – BWSR recommendations

DATE: August 29, 2012

Dear Commissioners:

The following provides a summary of our recommendations for your plan revision, in no particular order. These recommendations supplement the information I presented at a Commission meeting last year. We hope that the planning process results in clarity, and a compelling story.

Guiding principles:

- 1) We expect a transparent plan update process that actively and liberally seeks early input by whatever means works for the WMO and its member cities – either by use of traditional advisory committees or utilization of existing community groups, planning and environmental commissions, on-line or phone surveys, etc.
- 2) The resulting Plan revision can be thin, by referencing and updating the inventory/assessment data from the “old plan” and other documents and studies as technical appendices. Concentrate your efforts and finances on updating and detailing the implementation sections.
- 3) Set measurable and clearly stated outcome-based goals and action items to aid in evaluating future progress and success and remain accountable to your taxpayers. Avoid using passive verbs such as “encourage”, “promote”, “support”, “recommend”, and “wherever possible”.
- 4) Focus on priority areas/subwatersheds, priority resources, priority practices or some combination thereof.

Perspectives to consider:

-- Consider a professionally facilitated Board workshop to set the vision for the watershed for the next ten years (or longer). This will help answer the question “What are we, the Commissioners, trying to accomplish together?”

<i>Bemidji</i>	<i>Brainerd</i>	<i>Duluth</i>	<i>Fergus Falls</i>	<i>Mankato</i>	<i>Marshall</i>	<i>New Ulm</i>	<i>Rochester</i>
403 Fourth Street NW Suite 200 Bemidji, MN 56601 (218) 755-2600	1601 Minnesota Drive Brainerd, MN 56401 (218) 828-2383	394 S. Lake Avenue Suite 403 Duluth, MN 55802 (218) 723-4752	1004 Frontier Drive Fergus Falls, MN 56537 (218) 736-5445	1160 Victory Drive South Suite 5 Mankato, MN 56601 (507) 389-6784	1400 East Lyon Street Marshall, MN 56258 (507) 537-6060	261 Highway 15 South New Ulm, MN 56073 (507) 359-6074	3555 9 th Street NW Suite 350 Rochester, MN 55901 (507) 206-2889

Central Office / Metro Office

520 Lafayette Road North

Saint Paul, MN 55155

Phone: (651) 296-3767

Fax: (651) 297-5615

www.bwsr.state.mn.us

TTY: (800) 627-3529

An equal opportunity employer

--Focus on fewer goals in the Plan.

--Paint the water quality picture for the member cities and use normal language, not "shoptalk". Complete a trend analysis for each waterbody based on all water quality and quantity monitoring data. Graphically show whether they are improving, declining, plateauing, or indicate that there's not enough data to statistically develop a trend. Provide fishery trends to add support and justification to proposed implementation strategies.

--In our opinion here are a couple suggestions to better position the Commission for receiving Clean Water Fund grants:

- Complete subwatershed assessments that result in a list of the most cost effective practices and their locations. Recently the metro Soil and Water Conservation Districts developed a process which the Commission may wish to tap into through Hennepin County Environmental Services staff (on behalf of Hennepin Conservation District). Cost effective practices/projects generated by subwatershed assessments or other micro-targeting efforts have proven competitive for state grant funds. Once the subwatershed assessments are completed, the Commission engineers can take it from there.
- Start in the upper watershed and work down.
- It is advantageous to amend your Plan to incorporate new projects or priority areas resulting from water quality/quantity studies.
- Concentrate on comprehensive projects achieving multiple benefits and those that treat pollutants at the source.

--Although your previous plan largely did a good job of distinguishing WMO and LGU responsibilities, our Board continues to expect clear roles for each implementation plan element. Consider including a "mandatory checklist" for each municipality. Also consider developing a process for annual spot-checking municipalities for compliance with the WMO Plan and for assessing each member city's local water plan implementation.

--Imperviousness: The watershed is nearly built out. The next Plan should emphasize redevelopment and retrofit policies and opportunities to reduce imperviousness. Highlight current and project impervious percentages in multiple subwatersheds and have a target impervious coverage for undeveloped areas. Are the current stormwater management standards for redevelopment projects adequate to meet the Commission's overall goals in consideration of water quality trends?

- Public land holdings: Assess all public lands for BMP opportunities which can later be used as demonstrations sites with educational kiosks, e.g. raingardens and underground storage with irrigation option to treat parking lots, designated no-mow areas on golf courses, and shoreline restorations.

--Increase the Commissioner connection with their respective city. It is recommended that Commissioners meet face-to-face with survey questions for their Public Works Director and City Engineer. Questions such as "what specific issues/roadblocks (i.e. permits, financial, staff capacity, regulations, etc) are you facing when addressing

water quality and quantity problems", "how is the WMO permit review process working" and "what maintenance issues is the city encountering" could be considered.

-Offer more frequent communications about the good things the Commission has done and is doing with member city councils, planning and park commissions, and lake associations. Regularly inform your county and state elected officials of Commission activities and needs.

--Groundwater: The topic is rising fast to the forefront of the legislature due to Clean Water Fund policies and the results of groundwater supply reports. Request that the DNR and USGS complete a special study and consider stricter appropriation limits. More aggressive tiered water pricing could be employed by cities for disincentives to excessive watering.

--Outreach: Keep education and outreach in support of real actions or projects – never as the lone or freestanding activity. Examples could include: sponsoring a Saturday "summit" for lake residents regarding the importance of lake water quality trends, property values, and fishery protection to engage the passionate lake advocates; each council and city administrator receive an update on water quality trends and funds twice per year; install signs by every lake and by creek crossings for every named creek; engage adult and youth community groups for participation in creek clean-ups, monitoring and planting projects; consider subcontracting with a reputable non-profit group for civic engagement activities with lake groups as part of grant applications.

--Determine the best method(s) for assessing biennial progress toward Plan goals, i.e. benchmarking, scorecards.

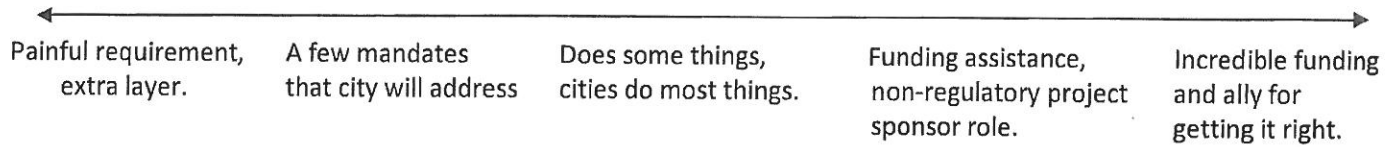
--Add a table detailing anticipated road projects from MNDOT/county/cities and the associated construction schedules noting pre-design permitting concerns and retrofit opportunities.

--Collaborate with other watershed organizations to petition the county to pursue a program utilizing bond funds for purchase of critical corridors, resource protection, easement acquisition, wetland restorations, and regional stormwater storage and conveyance systems, similar to Dakota and Washington Counties and Minnehaha Creek WD program models.

--Flooding: The previous plan addressed various flooding issues. As precipitation patterns are changing in intensity and frequency we recommend running your existing model again for larger, more intense, less frequent storm events, as information for member cities.

--WMO governance and revenue: As the Commission proceeds through the planning process, we are available to convene a meeting to discuss issues related to WMO governance structure and financial mechanisms. We advise that you not dive in to these areas unless there is a problem, but we are here to help. Do the cities mind having operational costs derived from member dues and thus part of city levy limits?

--Ask the TAC what VALUE the WMO offers cities. Where do they fall on the following spectrum?



We appreciate the opportunity to provide comments and perspectives.

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 dark ink, appearing to read "Judy Svntek". The signature is fluid and cursive, with the first name "Judy" and last name "Svntek" clearly distinguishable.

Judy Svntek
Manager, Water Resources Assessment Section

Bassett Creek Recording Administrator

From: Sip, Rob (MDA) [rob.sip@state.mn.us]
Sent: Wednesday, September 05, 2012 8:45 AM
To: Karen Chandler
Cc: Wozney, Brad (BWSR)
Subject: RE: Bassett Creek WMC 3rd generation plan - BWSR early input

Karen,

At this point the MDA does not have any comments. Sorry if this is a repeat email.

Robert L. Sip
Environmental Policy Specialist
Pesticide and Fertilizer Management Division
Minnesota Department of Agriculture
625 Robert Street North
St. Paul, MN 55155-2538

651-201-6487 (Office)
651-319-1832 (Cell)
651-201-6120 (Fax)

rob.sip@state.mn.us
<http://www.mda.state.mn.us/>



From: Wozney, Brad (BWSR)
Sent: Tuesday, September 04, 2012 4:15 PM
To: Karen Chandler
Cc: 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); Asleson, Brooke (MPCA); Joe Mulcahy; Neuendorf, Beth (DOT); Haertel, Jim (BWSR)
Subject: Bassett Creek WMC 3rd generation plan - BWSR early input

Karen

Please see attached. I look forward to guiding the Commission through the planning process.

Respectfully,

Brad Wozney

Metro Board Conservationist
Direct: (651) 296-6068

Board of Water and Soil Resources
520 Lafayette Road North
St. Paul, MN 55155
brad.wozney@state.mn.us

Bassett Creek Recording Administrator

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Robert L. Sip
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To: Karen Chandler
Cc: 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); Asleson, Brooke (MPCA); Joe Mulcahy; Neuendorf, Beth (DOT); Haertel, Jim (BWSR)
Subject: Bassett Creek WMC 3rd generation plan - BWSR early input

Karen

Please see attached. I look forward to guiding the Commission through the planning process.

Respectfully,

Brad Wozney

Metro Board Conservationist
Direct: (651) 296-6068

Board of Water and Soil Resources
520 Lafayette Road North
St. Paul, MN 55155
brad.wozney@state.mn.us

From: Wozney, Brad (BWSR)

Sent: Thursday, August 23, 2012 9:51 AM

To: Persons, Art (MDH); Johnson, David L (MPCA); Proulx, Nick A (DNR); Nick Tiedeken; Judy Sventek (judy.sventek@metc.state.mn.us); Sip, Rob (MDA); Asleson, Brooke (MPCA); Joe Mulcahy; Beth Neuendorf

Cc: Joel C. Settles (joel.settles@co.hennepin.mn.us)

Subject: REMINDER: Bassett Creek WMC 4th generation plan - early input

Agency reviewers

Please note that your comments and recommendations for the Bassett Creek WMO 4th generation plan are due

September 4th. Please forward your comments to the Commission in care of Karen Chandler at Barr Engineering and cc: me.

Thank you,

Brad Wozney

Board Conservationist

BWSR

520 Lafayette Road North

St. Paul, MN 55155

brad.wozney@state.mn.us

office (651) 296-6068



September 4, 2012

Three Rivers
Park District
Board of
Commissioners

Virginia K. Black
Bassett Creek Watershed Management Commission
7800 Golden Valley Road
Golden Valley, MN 55427

Sara Wyatt
District 1

Dear Ms. Black:

Marilynn Corcoran,
District 2

In response to your request for comments regarding the Bassett Creek Watershed Management Commission 2014 Watershed Management Plan, Three Rivers Park District would like to offer the following:

Joan Peters
District 3

1. The Park District believes that implementation of the Medicine Lake TMDL improvement plan needs to be a high priority for the Commission. Significant improvements have been made in the lake water quality and nuisance plant control, but the lake does not yet meet water quality standards.
2. Over the past year, the Commission has had a number of conversations regarding Aquatic Invasive Species. The Park District believes the revised Watershed Management Plan needs to clarify the role of the Commission in this issue.
3. The Park District is aware of some controversy regarding the management of the Medicine Lake water level. Because changes in the water level could affect operations at the French Regional Park facilities, the Park District believes this issue should be addressed in the plan.

Dale Woodbeck,
Vice Chair
District 4

John Gibbs
District 5

Three Rivers Park District has been an active participant in the management of water resources in the Bassett Creek watershed, including providing technical assistance on the Medicine Lake TMDL study, assisting with the medicine Lake curly-leaf pondweed project, and serving on the Commission Second Generation Plan Technical Advisory Committee. The Park District would appreciate the opportunity to participate in the TAC for the preparation of the plan. In the event that the committee roster is too long, the Park District requests notification of the TAC meeting schedule and copies of minutes to allow appropriate input to the planning process.

Larry Blackstad, Chair
Appointed

Thank you for the opportunity to provide comments on this important process.

Barbara Kinsey
Appointed

Sincerely,

Rich Brasch
Senior Manager of Water Resources

Cris Gears
Superintendent

cc. John Barten, NRM Director

1001, Information Only

Hennepin County, Minnesota

RESOLUTION NO. 12-0365

[2012]



www.hennepin.us

The following Resolution was offered by Commissioner McLaughlin and seconded by Commissioner Randy Johnson:

BE IT RESOLVED, that the plan amendment submitted by the Bassett Creek Watershed Management Commission including a revised capital improvement program be approved; that the 2013 maximum levy for the Bassett Creek Watershed Management Commission be set at \$1,000,000; that the levy be certified to the county auditor and be placed on all taxable property under the jurisdiction of the Bassett Creek Watershed Management Commission; and

BE IT FURTHER RESOLVED, that the 2013 maximum levy for the West Mississippi Watershed Management Commission be set at \$125,000; that the levy be certified to the county auditor and be placed on all taxable property under the jurisdiction of the West Mississippi Watershed Management Commission.

The question was on the adoption of the resolution and there were 5 YEAS and 1 NAYS, as follows:

County of Hennepin Board of County Commissioners	YEAS	NAYS	ABSTAIN	ABSENT
Mike Opat	X			
Gail Dorfman	X			
Peter McLaughlin	X			
Randy Johnson	X			
Jan Callison	X			
Jeff Johnson		X		

RESOLUTION ADOPTED ON 8/21/2012

ATTEST:

Deputy/Clerk to the County Board

Bassett Creek Recording Administrator

From: Karen Chandler
Sent: Thursday, September 13, 2012 10:09 AM
To: Brad Wozney (Brad.Wozney@state.mn.us)
Cc: Ginny Black (ginny.black@q.com); Jeff Weiss; Amy R. Mikus; Bassett Creek Recording Administrator; Jim Herbert
Subject: Wirth Lake Outlet project BWSR grant extension request

Dear Mr. Wozney,

The Bassett Creek Watershed Management Commission (BCWMC) requests an extension to the BCWMC's 2011 BWSR Clean Water Fund grant agreement for the Wirth Lake Outlet Modification Project (BWSR project number C11-124). The BCWMC requests this extension to accommodate changes to the project schedule initiated by the City of Golden Valley, the responsible party for constructing the project. The City of Golden Valley decided to bid this project with a similar project to modify the Sweeney Lake Outlet. Doing so enabled the City to save money on the bid process, but it delayed the Wirth Lake project until plans for Sweeney Lake could be finished. The City also hoped they would obtain better bid prices by bidding the projects at the same time.

The current grant agreement expires Dec. 31, 2012. Construction on the project is anticipated to begin by the end of September 2012, and the substantial completion deadline is December 31st. However, it will likely take until early 2013 for final project close-out to be completed. The BCWMC requests a 12 month extension for this grant, to December 31st, 2013. While we do not anticipate needing the full 12 months, this extension will ensure adequate time for any unforeseen construction delays and for timely completion of project close-out before the end of the grant agreement. No changes to project scope, outcomes, or budget are currently anticipated.

The BCWMC Chair (Ginny Black) authorized me to send this request. If you need the request to come directly from the chair, let me know and we will send a letter from the chair.

If you have any questions, please contact me.

Karen

Karen Chandler, PE

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

resourceful. naturally.



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
PUBLIC MEETING / PUBLIC HEARING– SEPTEMBER 20 <ul style="list-style-type: none"> September 6 – TAC meeting, 1:30 p.m. Public meeting continued from 7/19/12 on proposed minor plan amendment Public Hearing on NL-2;Four Seasons Mall Area Water Quality Project and on ML-8: Lakeview Park Pond Project Submit maximum levy ad valorem tax request to Hennepin County 	MEETING – OCTOBER 18 <ul style="list-style-type: none"> Tentative – October 4 – TAC meeting, 1:30 pm 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.

Monthly Meeting

Meetings are held at 11:30 am, every third Thursday of the month (except the November meeting is on Wednesday, Nov. 15) at the City of Golden Valley City Hall, Council Conference Room (2nd floor), 7800 Golden Valley Road, Golden Valley, MN 55427

Commissioner	Alternate Commissioner	Technical Advisory Committee Member
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Crystal – 2015

Daniel Johnson
5801 29th Ave. N., Crystal 55422
763-541-9006
danjohnson57@hotmail.com

Vacant

Tom Mathisen
4141 Douglas Dr. North, Crystal 55422
763-531-1160 763-531-1188 (fax)
tmathisen@ci.crystal.mn.us

Golden Valley – 2015

Stacy Hoschka, Treasurer
6400 Golden Valley Road
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763-529-4723
Harwell.hoschka@gmail.com

David Hanson
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davewhanson@gmail.com

Jeannine Clancy
Director of Public Works
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Jeff Oliver (alternate)
City Engineer, City of GV
763-593-8034 763-593-3988 (fax)
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Eric Eckman (alternate)
Public Works Specialist, City of GV
763-593-8084 763-593-3988 (fax)
eeckman@goldenvalleymn.gov

Medicine Lake – 2015

Ted Hoshal, Secretary
6960 Madison Ave. W., Ste 2
Minneapolis, MN 55427-3627
763-541-1140 763-541-0223 (fax)
dthoshal@luma-gard.com

John O'Toole
181 Peninsula Road
Medicine Lake, MN 55441-4113
mgho@comcast.net

Minneapolis – 2013

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212 Thomas Avenue S.
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Lisa Goddard
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Lois Eberhart
Water Resources Administrator
Room 300 City of Lakes Building
309 Second Ave. S.
Minneapolis, MN 55401-2268
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Lois.eberhart@ci.minneapolis.mn.us

Minnetonka – 2013

Jacob Millner
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Tony Wagner
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twagner@eminnetonka.com

Lee Gustafson, 14600 Minnetonka Blvd.
Minnetonka, MN 55345
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Liz Stout, 14600 Minnetonka Blvd.
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lstout@eminnetonka.com

New Hope – 2013

John Elder
City of New Hope, 4401 Xylon Ave. N.
New Hope, MN 55428
763-531-5100
jelder@ci.new-hope.mn.us

Pat Crough
9320 46th Avenue North
New Hope, MN 55428
763-533-3802

Guy Johnson
Dir. Of Public Works, City of New Hope
5500 Intl. Pkwy., New Hope 55428
763-592-6766 763-533-7650 (fax)
gjohnson@ci.new-hope.mn.us

Chris Long, Bonestroo
Chris.long@bonestroo.com

Plymouth – 2014

Ginny Black, Chair
Plymouth City Hall
3400 Plymouth Blvd., Plymouth 55447
763-509-5004
Ginny.black@q.com

Judy Johnson
Plymouth City Hall
3400 Plymouth Blvd., Plymouth, MN 55447
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Derek Asche
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Plymouth, MN 55447
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dasche@ci.plymouth.mn.us

Bassett Creek Water Management Commission – September 2012
Web site: www.bassettcreekwmo.org

Commissioner	Alternate Commissioner	Technical Advisory Committee Member
Robbinsdale – 2014		
Wayne Sicora 3706 Abbott Ave. North Robbinsdale, MN 55422 763-522-8165 Wayne.sicora@gmail.com	Vacant	Richard McCoy * City of Robbinsdale 4100 Lakeview Ave. N. Robbinsdale, MN 55422 763-531-1260 763-531-7344 (fax) rmccoy@ci.robinsdale.mn.us
St. Louis Park – 2014		
Jim de Lambert, Vice Chair 9257 West 22 nd Lane St. Louis Park, MN 55426 763-489-3150 jimd@liesch.com	Justin Riss 3732 Pennsylvania Avenue South St. Louis Park, MN 55426 612-242-6611 justinriss@yahoo.com	Laura Adler, Engrg. Program Coord. * City of St. Louis Park 5005 Minnetonka Boulevard St. Louis Park, MN 55416 952-924-2690 952-924-2663 (fax) ladler@stlouispark.org Jim Vaughan, Envl. Coord. * (alternate) City of St. Louis Park 5005 Minnetonka Boulevard St. Louis Park, MN 55416 952-924-2699 952-924-2663 (fax)

Deputy Treasurer: Susan Virnig, * Financial Director, 7800 Golden Valley Road, Golden Valley 55427; 763-593-8010 (Fax: 763-593-3969). E-mail: SVirnig@goldenvalleymn.gov

Counsel: Charlie LeFevre, * Kennedy & Graven, 470 U.S. Bank Plaza, 200 South Sixth Street, Minneapolis, 55402; 612-337-9215 (Fax: 612-337-9310); general firm number: 612-338-1177. E-mail: clefevere@kennedy-graven.com

Engineer: Karen Chandler, 952-832-2813, E-mail: kchandler@barr.com; Len Kremer, 952-832-2781, E-mail: lkremer@barr.com; Jim Herbert, 952-832-2784, E-mail: jherbert@barr.com, * Barr Engineering Company, 4700 West 77th Street, Minneapolis 55435-4803; (Fax: 952-832-2601).

Recorder: Amy Herbert, * Barr Engineering Company, 4700 W 77th Street, Minneapolis 55435-4803; 952-832-2652 (Fax: 952-832-2601). E-mail: bcra@barr.com

Administrative Personnel (Municipalities)

Crystal Tom Mathisen, City Engineer Anne Norris, City Manager Chrissy Serres, City Clerk (chrissy.serres@ci.crystal.mn.us) 4141 North Douglas Drive 763-531-1000 (general) Crystal 55422 763-531-1188 (fax)		Minnetonka Lee Gustafson, Director of Engineering 952-939-8239 John Gunyou, City Manager David Maeda, City Clerk (dmaeda@eminnetonka.com) 14600 Minnetonka Blvd 952-939-8200 (general) Minnetonka 55345 952-939-8244 (fax)	
Golden Valley Jeannine Clancy 763-593-8035 Director of Public Works 763-593-3988 (engrg. fax) Tom Burt, City Manager ** 763-593-8002 Jeff Oliver, City Engineer 763-593-8034 Sue Virnig, City Clerk 763-593-8010 7800 Golden Valley SVirnig@goldenvalleymn.gov Road Golden Valley 55427 763-593-8000 (general)		New Hope Guy Johnson, Director of Public Works 5500 International Prkwy 763-592-6766 Kirk McDonald, City Mgr 763-531-5119 Valerie Leone, City Clerk (vleone@ci.new-hope.mn.us) 4401 Xylon Avenue North 763-531-5100 (general) New Hope 55428 763-531-5136 (fax)	
Medicine Lake Mary Anne Young, Mayor 145 Peninsula Rd. 55441 763-544-3285 Nancy Pauly, City Clerk (nancy.pauly@gmail.com) 10609 South Shore Drive Medicine Lake 55441 763-542-9701		Plymouth Doran Cote, Director of Public Works Laurie Ahrens, City Manager Sandra Engdahl, City Clerk (sengdahl@ci.plymouth.mn.us) 3400 Plymouth Boulevard 763-509-5000 (general) Plymouth 55447 763-509-5060 (fax)	
Minneapolis Steven Kotke, Director of Public Works and City Engineer 350 South 5 th Street, 612-673-2443 Room 203 Casey J. Carl, City Clerk 612-673-2216 350 S 5 th St, Room 304 cityclerk@minneapolismn.gov (All Minneapolis 55415) 612-673-3000 (general)		Robbinsdale Marcia Glick, City Manager Richard McCoy, City Engineer Tom Marshall, City Clerk 763-531-1252 tmarshall@ci.robinsdale.mn.us 4100 Lakeview Avenue N. 763-537-4534 (general) Robbinsdale 55422 763-537-7344 (fax)	
St. Louis Park Mike Rardin 952-924-2551 Director of Public Works 952-924-2663 (fax) Tom Harmening, City Manager ** Scott Brink, City Engineer Nancy Stroth, City Clerk nstroth@stlouispark.org 5005 Minnetonka Blvd 952-924-2500 (general) St. Louis Park 55416 952-924-2170 (fax)			