

Bassett Creek Watershed Management Commission Meeting Agenda – November 14, 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 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. Approval of October 18, 2012, meeting minutes
 - B. Approval of November Financial Report
 - C. Approval of Payment of Invoices
 - i. Kennedy & Graven – Legal Services through September 30, 2012
 - ii. Barr Engineering Company – Engineering Services through October 26, 2012
 - iii. Amy Herbert – October Secretarial Services
 - iv. D'amico-ACE Catering – November Meeting Catering
 - D. Legal Counsel Communications
 - E. Direct Staff to Solicit Letters of Interest Proposals for Professional Services (Engineer/ Technical and Legal)
 - F. Authorize Engineer to Review and Respond to Revised Preliminary Hennepin County Flood Insurance Maps
 - G. 237 Peninsula Road: Medicine Lake

5. NEW BUSINESS

- A. West Metro Water Alliance (WMWA) Financial Request

6. OLD BUSINESS

- A. Update on Search for Administrator
- B. Next Generation Watershed Management Plan Update

7. COMMUNICATIONS

- A. Chair
 - i. WOMP Agreement
 - ii. Hennepin County Invitation to Dec. 4th Water Governance Stakeholders Forum –sent via e-mail
 - iii. BWSR Grant Extension for Golden Valley Project
- B. Commissioners
 - i. DNR – Response to Medicine Lake Dam raising, Commissioner Hoshal
- C. Committees
- D. Engineer

8. ADJOURNMENT

[Continued...]

Future Commission Agenda Items list

- Update on Request from Golden Valley and New Hope for Dispute Resolution
- Construct policy/procedure for feasibility studies
- Develop a post-project assessment to evaluate whether it met the project's goals.
- Medicine Lake rip-rap issue over sewer pipe

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.
- Discuss revising the Commission's Budget documents
- Discuss using software to create the Commission's CIP to allow for more project details to be included
- Look into implementing "phosphorus-budgeting" in the watershed – allow "x" pounds of TP/acre.

Bassett Creek Watershed Management Commission Minutes of the Meeting of October 18, 2012

Commissioners and Staff Present:

Crystal	Commissioner Dan Johnson	Plymouth	Commissioner Ginny Black, Chair
Golden Valley	Commissioner Stacy Hoschka, Treasurer	St. Louis Park	Commissioner Jim de Lambert, Vice Chair
Medicine Lake	Commissioner Ted Hoshal, Secretary	Counsel	Charlie LeFevere
Minneapolis	Alternate Commissioner Lisa Goddard	Engineer	Karen Chandler
Minnetonka	Commissioner Jacob Millner	Recorder	Amy Herbert
New Hope	Commissioner John Elder	<i>Note:</i>	<i>City of Robbinsdale was not represented</i>

Technical Advisory Committee Members and other Attendees Present:

Derek Asche, TAC, City of Plymouth	Tom Mathisen, TAC, City of Crystal
Pat Byrne, TAC, City of Minneapolis	Richard McCoy, TAC, City of Robbinsdale
Mary Gwin-Lenth, New Hope resident	Fred Moore, citizen
Dave Hanson, Alternate Commissioner, City of Golden Valley	Jeff Oliver, TAC, City of Golden Valley
Gary Holter, AMLAC/ Medicine Lake resident	John O'Toole, Alternate Commissioner, Medicine Lake
Bruce Larson, AMLAC/ Medicine Lake resident	David Stack, owner of property in Minneapolis
Linda Loomis, Golden Valley resident/ BCWMC Plan Steering Committee Chair	Liz Stout, TAC, City of Minnetonka
Scott Marks, Medicine Lake resident	

1. CALL TO ORDER AND ROLL CALL

On Thursday, October 18, at 11:34 a.m., Chair Black called to order the meeting of the Bassett Creek Watershed Management Commission (BCWMC) and asked for roll call to be taken.

2. CITIZEN FORUM ON NON-AGENDA ITEMS

No citizen input.

3. AGENDA

Commissioner Elder moved to approve the agenda. Alternate Commissioner Goddard seconded the motion. The motion carried unanimously with eight votes in favor [City of Robbinsdale absent from vote].

4. CONSENT AGENDA

Alternate Commissioner Goddard moved to approve the Consent Agenda. Commissioner Millner seconded the motion. The motion carried unanimously with eight votes in favor [City of Robbinsdale absent from vote]. [The following items were approved as part of the Consent Agenda: the September 20, 2012, meeting minutes, the October 2012 Financial Report, Payment of invoices, Legal Counsel Communications, Final Reimbursement Request from the City of Plymouth for Bassett Creek Reach 2 Restoration Project, Reimbursement Request from the City of Plymouth for the Feasibility Study for the Four Seasons Mall Area Water Quality Project, and the Proposed Agreement with the City of Golden Valley for the Preparation of the Feasibility Report for Water Quality Improvement Project BC-7 (Briarwood/ Dawnview).]

5. NEW BUSINESS

- A. Request from AMLAC (Association of Medicine Lake Area Citizens) to Install Controllable Weir at the Medicine Lake Dam.** Chair Black provided background on the request, including the fact that this issue was in front of the Commission at its March 15, 2012, meeting. She said that at that time the Commission recommended that AMLAC or the City of Medicine Lake write a letter to the Minnesota Department of Natural Resources (DNR) communicating AMLAC's request for the dam to be raised. She said that also at the March meeting the Commission agreed to share the results of the SWMM model with the City of Medicine Lake. Chair Black noted that in March AMLAC reported to the Commission that the DNR suggested the group get a petition and she said AMLAC hasn't said whether or not their petition was submitted to the DNR. Bruce Larson of AMLAC said that it has not been submitted to the DNR. Chair Black said that the final recommendation made by the Commission in March on this issue was that the Commission Engineer compile and distribute to the Commission, AMLAC, and the City of Medicine Lake the information that has been previously prepared and presented by the Commission on the topic of the lake level of Medicine Lake. Chair Black said that the City of Plymouth staff found a copy of the construction agreement for the current dam and the last provision of the agreement states that Hennepin County owns the dam.

Bruce Larson of AMLAC said the issue is that every year the lake becomes low in the last part of the summer. He said the low water level makes it hard for the lake to be used for recreational boating because the water is too shallow for the boats to get to the docks and the boat launch at French Regional Park is designed in such a way that when the water gets that low, trailers cannot be backed in far enough for boats to be launched. He said that his proposal, which has support from AMLAC and the City of Medicine Lake, is that from August 1st to September 15th of each year, the lower part of the weir would be raised six inches, using sandbags, to hold water back in Medicine Lake. He said that this action would extend the boating season on the lake through August. Mr. Larson said this was done two years ago when the City of Plymouth ran a sanitary sewer line under the creek and used sand bags as a temporary measure to keep the area dry during the construction project, which had the effect of keeping water in the lake and making the lake more recreationally usable.

Mr. Larson said he doesn't see a danger of flooding in August or September and if there is a particularly wet year, then the sandbags wouldn't need to be put in that year.

Alternate Commissioner Goddard asked who would be responsible for putting in and removing the sand bags.

Mr. Larson said he believes that he could get the City of Medicine Lake to do that work and pay for it. Commissioner Hoshal asked Mr. Larson if he has spoken with Kate Drewry of the DNR, who is the Area Hydrologist for the region that includes Medicine Lake. Mr. Larson said that he has not. Commissioner Hoshal said that in the past he had agreed to contact her to find out the process to make an alteration like the one being proposed, so he recently sent her an e-mail asking for the information and has not heard back. He said that he has expressed previously that he doesn't think it is appropriate for AMLAC to ask the Commission to consider an alteration of the dam without first going to the DNR and getting its go-ahead.

Commissioner Hoshal brought up for discussion the idea that maybe a similar issue is going on with Medicine Lake that has been happening with White Bear Lake in terms of the drawing down of the aquifer under the lake having a long-term effect on the lake level. He said that he thinks the Commission should elect to do something about this and look at it from an entire-watershed perspective. Commissioner Hoshal said the Commission should consider whether the demand on ground water in the watershed is affecting the lake level of Medicine Lake. He wondered if ground water modeling would provide any data.

Commissioner Elder raised his strong concern that the proposed temporary change in the lake level would alter the 100-year floodplain and although he understands the concerns about the recreational use of the lake, he thinks that it is the Commission's duty to maintain the floodplain. Chair Black said that one concern raised on numerous occasions is that water is leaking under or through the dam and asked if, when staff examined the dam earlier in the season, any leakage was noticed. Commissioner Hoshal said that he and Commission Engineer Jim Herbert went to the dam and didn't see any indication of water movement through or under the dam. Commissioner Hoshal said that he thinks it is still inconclusive and noted that a summary of the examination was provided by Mr. Herbert and is included in the meeting packet.

The discussion continued about water levels of the lake, elevations of different parts of the Medicine Lake dam, assumptions of water models, possible ground water issues affecting Medicine Lake, and evaporation. Alternate Commissioner Goddard asked if AMLAC has talked with Hennepin County about the proposal. Mr. Larson said no, the idea was to first approach the BCWMC and if there was a favorable response then AMLAC would move forward with the other groups.

Mr. Mathisen provided history on the 1960s paper TP40, which became the basis for floodplain modeling, and noted that it is being revised and will be published in January or February. He said it may provide a better long-term prognosis for lake levels.

Chair Black said that the Medicine Lake dam and a lot of homes around the lake are located in the City of Plymouth. She said the City is another jurisdiction that would need to be involved with the proposal. She said that the Plymouth City Council showed no support to the idea of having a study session on the topic of the raising of the dam. She said that the City Council's concern is the floodplain issue and the possibility of putting more homes at risk. Chair Black said that she doesn't know what the Council's opinion would be on this new proposal of a temporary raising of the dam.

Mr. LeFevere said that if any part of the structure is raised and is holding water back and then there is rain or a flood, the flooding would be greater than it would have been prior to the structure's modification. He said that any governmental entity being called on to do the modification would be reluctant because of the risk associated with it without buying the low-lying properties and buying additional easements and flooding and flowage rights, which would be an expensive undertaking. Mr. LeFevere said that if the structure is modified and flooding occurs then lawsuits could be involved. He said that some government entity would have to buy into the idea that the recreational value of the lake through making the improvements is great enough to justify that public expense. Mr. LeFevere said that this would be the process whether the modification to the structure was a temporary modification or a permanent one.

Commissioner Hoshal asked if the Commission would like to see the e-mail that he sent to Kate Drewry of the DNR and any response he may receive from her. Chair Black said yes. Commissioner Elder said he recommends that the Commission encourage AMLAC to work with the cities of Plymouth and Medicine Lake as well as with Hennepin County and make it over those hurdles before a proposal comes in front of the Commission because conversations with those entities pre-empt the Commission. Chair Black concurred and said that the BCWMC does not own the dam – Hennepin County does, the dam is located in the City of Plymouth, the DNR regulates the dam and the issue is a recreational one that seems to impact the cities more than the watershed. She suggested that AMLAC raise the issue during the public forum at the next Plymouth City Council meeting and request a study session. She noted that AMLAC's communication with DNR about the proposal is vital.

- B. Update on Request from Golden Valley and New Hope for Dispute Resolution.** Mr. Oliver reported that the mayors and staff from the communities have met and are discussing the issue, which appears to be moving in a positive direction. He said that hopefully soon a report on those discussions will be ready to be provided to the Commission. Chair Black said that the item will be added to the future agenda items list and the cities can let the Commission know when they are ready for the issue to come back in front of the Commission.

6. OLD BUSINESS

- A. Update on Search for Administrator.** Commissioner Hoschka announced that the Commission received proposals in response to its Request for Proposals, which had an October 17th deadline. The Commission discussed its timeline for the next steps in the process and asked that Ms. Herbert coordinate a meeting of the Administrative Services Committee for October 25th or 26th to discuss the proposals.
- B. Next Generation Watershed Management Plan.** Commissioner de Lambert said that the meeting packet contains the notes from the Plan Steering Committee's September meeting and said that Linda Loomis has volunteered to chair the Committee. The Commission listed the names of the Committee members: Linda Loomis, Jim de Lambert, Ginny Black, Wayne Sicora, Justin Riss, Lisa Goddard, Michael Welch, John O'Toole, Jeannine Clancy, Derek Asche, and Karen Chandler. Pat Byrne and Ted Hoshal volunteered to be part of the Committee. Commissioner Elder moved to appoint Linda Loomis as the Chair of the Plan Steering Committee meeting. Commissioner Millner seconded the motion. The motion carried unanimously with eight votes in favor [City of Robbinsdale absent from vote]. Commissioner Johnson moved to appoint the Plan Steering Committee members as listed. Commissioner de Lambert seconded the motion. The motion carried unanimously with seven votes in favor [City of Robbinsdale absent from vote] and one vote abstained [City of Medicine Lake].

Linda Loomis reviewed the agenda for the Committee's Monday, October 22nd meeting. Chair Black reviewed the Committee's September meeting notes and the issues the Committee identified as being part of the Plan review process. Commissioner Johnson said that it sounds like groundwater is an issue that should be reviewed during the planning process. Chair Black asked that a policy review be incorporated in to the issue review process. She said that the Commission's policies should be reviewed and reaffirmed or modified.

- C. Continue Work on the Policy Manual.** Chair Black directed Ms. Herbert to incorporate the revisions to Section 3.2.2 of the draft policy manual to reflect the new "Capital Improvement Program (CIP) Flow Chart" and the "CIP Project Flow Chart." Chair Black asked for assistance from Ms. Herbert to complete work on the policy manual. Ms. Herbert responded that she felt it was a lot of work and she would prefer that the Policy Manual be part of the new administrator's responsibilities.

7. COMMUNICATIONS

Chair:

1. Chair Black discussed the recording of meetings and said that the Commission could think about recording its monthly meetings via the phone in the manner that the Plan Steering Committee meeting was recorded in September. Chair Black recommended that the Commission continue to use the phone recording method for its Committee meetings.
2. Chair Black said that she would like to have an actual name identified with projects in the materials for the Commission packets because the CIP table codes (like BC-7) don't provide enough information or any frame of reference. The Commission discussed ways the projects could be named, such as using cross streets or names of subwatersheds.
3. Chair Black reported on Tuesday's BWSR meeting about the Wetland Conservation Act law and rules. She said that BWSR wants comments by tomorrow and needs to provide a report to the Governor's Office by December.

Commissioners:

1. Commissioner Hoschka reported on a recent Girl Scout event in Golden Valley where she and Linda Loomis provided watershed education.
2. Alternate Commissioner Goddard reported on the Water Resources Conference that took place in St. Paul earlier in the week.
[Commissioner Hoschka left the meeting].
3. Alternate Commissioner Goddard brought up the discussion on feasibility studies that took place last month and was reflected in the meeting minutes. She asked if there is a way that the Commission could feel like it could better direct the outcome. Chair Black said that a discussion about it could come under the Plan review process or as part of the policy manual process.
4. Commissioner Johnson reported on a shoreline restoration project in the City of Crystal: Memory Lane Pond Shoreline Restoration Project. He said the project was recently featured in the *Post* newspaper.
5. Commissioner Hoshal provided a report about the October 9th West Metro Water Alliance (WMWA) meeting.
6. Commissioner Johnson asked the Commission to consider adding an educational component to its monthly meetings – a brief update about trends and issues in water topics.

Committees:

1. Mr. Asche noted that there are a few items on the future TAC agenda items and asked if the Commission wanted to schedule a TAC meeting. He suggested convening the TAC in December. The Commission agreed to the TAC meeting on December 6th. Commissioners Elder and de Lambert volunteered to attend the TAC meeting as Commission liaisons. Ms. Chandler said that a couple of items have been brought up at Commission meetings that aren't on the future TAC agenda item. Mr. Asche confirmed that and said that those items - the ideas of revising the Commission's budget documents and of using software to provide a different structure to the Commission's CIP - maybe could be on the TAC's agenda early next year. Chair Black asked staff to add those two items to the TAC's future agenda item list and asked the TAC to bring a recommendation to the Commission at its December meeting about when the TAC should meet next.

Counsel Communications: No Counsel Communications.

Engineer Communications:

1. Ms. Chandler pointed out that the meeting packet included a copy of the approval letter from the Commission Engineer for the North Branch Stream Restoration Project.
2. Ms. Chandler reported that the Wirth Lake Outlet Project is starting and that the pre-construction meeting occurred earlier this month. She said that the Sweeny Lake Outlet Project will follow the Wirth project.
3. Ms. Chandler said that during a biotic index survey on Bassett Creek, Eurasian watermilfoil was found in a couple of locations and that information has been reported to the DNR.
4. Ms. Chandler said that in the conversation she had with Barr Engineering's ground water specialists, they recommended the Commission consider installing shallow ground water observation wells close to Medicine Lake if the Commission wants to understand better the connection between surface water and ground water. Commissioner de Lambert reminded the Commission that he and Commissioner Hoshal have the volunteer project going on with the lake level monitoring. He said that he has downloaded the data, a year's worth, and at the next Commission meeting he will be prepared to show the results of the monitoring and make recommendations on whether or not the Commission should continue.

8. ADJOURNMENT

The meeting adjourned at 1:45 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: November 15, 2012

BEGINNING BALANCE	10-Oct-12		575,452.43
ADD:			
General Fund Revenue:			
Interest (Bank Charges)		10.65	
Permits:			
Michlitsch Bldrs		600.00	
Violet C LLC		1,500.00	
Oertel Architects		1,000.00	
Shaffer		300.00	
Linn Investment Prop		1,500.00	
Reimbursed Construction Costs		82,628.31	
		Total Revenue and Transfers In	87,538.96
DEDUCT:			
Checks:			
2471 Barr Engineering	Oct Engineering	33,944.90	
2472 D'Amico Catering	Nov meeting	174.97	
2473 Amy Herbert	Oct Secretarial	3,201.48	
2474 Kennedy & Graven	Sept Legal	2,093.00	
2475 City of Golden Valley	11/5/12 Meeting Exp	66.11	
2476 City of Golden Valley	BCWMC CIP CR 2010 Reimt	32,343.51	
2477 City of Plymouth	BCWMC CIP NL-2 Reimb	49,893.00	
	Total Checks		121,716.97
Outstanding from previous month:			
Meadowbrook School	2009 Exp-Grant	992.08	
	Total Expenses		121,716.97
ENDING BALANCE	10-Oct-12		541,274.42

	2012/2013 BUDGET	CURRENT MONTH	YTD 2012/2013	BALANCE
OTHER GENERAL FUND REVENUE				
INTEREST (BANK CHARGES)		9.49	49.46	
ASSESSEMENTS	461,045	0.00	461,045.00	0.00
PERMIT REVENUE	48,000	4,900.00	32,600.00	15,400.00
REVENUE TOTAL	509,045	4,909.49	493,694.46	15,400.00
EXPENDITURES				
ENGINEERING				
ADMINISTRATION	120,000	6,919.50	71,631.30	48,368.70
PLAT REVIEW	60,000	3,041.00	35,272.89	24,727.11
COMMISSION MEETINGS	14,250	449.50	6,413.82	7,836.18
SURVEYS & STUDIES	10,000	2,048.50	2,048.50	7,951.50
WATER QUALITY/MONITORING	20,000	1,155.47	5,021.60	14,978.40
WATER QUANTITY	11,000	782.72	6,291.18	4,708.82
WATERSHED INSPECTIONS	7,000	1,750.93	7,568.63	(568.63)
ANNUAL FLOOD CONTROL INSPECTIONS	9,000	0.00	1,113.10	7,886.90
REVIEW MUNICIPAL PLANS	2,000	0.00	0.00	2,000.00
ENGINEERING TOTAL	253,250	16,147.62	135,361.02	117,888.98
PLANNING				
WATERSHED-WIDE SP-SWMM MODEL	70,000	4,479.04	45,775.93	24,224.07
WATERSHED-WIDE P8 WATER QUALITY MODEL	135,000	11,895.73	93,933.14	41,066.86
NEXT GENERATION PLAN	40,000	828.83	10,240.66	29,759.34
PLANNING TOTAL	245,000	17,203.60	149,949.73	95,050.27
ADMINISTRATOR	50,000	0.00	0.00	50,000.00
LEGAL COSTS	18,500	2,035.70	10,959.99	7,540.01
AUDIT, INSURANCE & BONDING	15,225	0.00	12,927.00	2,298.00
FINANCIAL MANAGEMENT	3,045	0.00	0.00	3,045.00
MEETING EXPENSES	2,750	241.08	2,417.30	332.70
SECRETARIAL SERVICES	40,000	3,298.66	24,020.28	15,979.72
PUBLICATIONS/ANNUAL REPORT	2,000	0.00	2,449.50	(449.50)
WEBSITE	2,500	57.00	57.00	2,443.00
PUBLIC COMMUNICATIONS	3,000	0.00	1,608.12	1,391.88
WOMP	10,000	105.00	3,252.25	6,747.75
EDUCATION AND PUBLIC OUTREACH	5,775	0.00	7,218.35	(1,443.35)
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	39,088.66	350,220.54	373,824.46

BCWMC Construction Account

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

(UNAUDITED)

November 2012 Financial Report

Cash Balance 10/10/12

Cash	1,828,235.51	
Investments:		
Federal National Mtg Assn - Purchased 4/23/12 - Due 4/23/2015 - .912%(callable 04/23/13 .25%)	1,003,731.28	
Total Cash & Investments		2,831,966.79

Add:

Interest Revenue (Bank Charges)	57.99	
RBC Dain - Interest Revenue	6,250.00	
Total Revenue		6,307.99

Less:

CIP Projects Levied - Current Expenses - TABLE A	(82,628.31)	
Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B	0.00	
Total Current Expenses		(82,628.31)

Total Cash & Investments On Hand 11/07/12 2,755,646.47

Total Cash & Investments On Hand	2,755,646.47
CIP Projects Levied - Budget Remaining - TABLE A	<u>(2,682,579.79)</u>

Closed Projects Remaining Balance	73,066.68
2012 Anticipated Tax Levy Revenue - TABLE C	<u>381,652.69</u>

Anticipated Closed Project Balance	<u>454,719.37</u>
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2013 Proposed & Future CIP Project Amount to be Levied - TABLE B	<u>196,000.00</u>
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TABLE A - CIP PROJECTS LEVIED

	Approved Budget	Current Expenses	2012 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
Twin Lake-expected completion 2006	140,000.00	0.00	0.00	5,724.35	134,275.65
Plymouth Creek Channel Restoration (2010)	965,200.00	0.00	43,159.59	929,335.11	35,864.89
Main Stem Crystal to Regent (2010)	636,100.00	32,343.51	33,569.51	292,045.53	344,054.47
Wisc Ave/Duluth Street-Crystal (2011 CR)	580,200.00	131.50	9,157.98	53,071.45	527,128.55
North Branch-Crystal (2011 CR-NB)	834,900.00	145.00	5,465.00	47,432.86	787,467.14
Plymouth Pond NB-07(NL-2)	0.00	50,008.30	61,935.82	70,629.19	(70,629.19)
Wirth Lake Outlet Modification (WTH-4)(2012)	180,000.00	0.00	1,558.00	26,787.34	153,212.66
Main Stem Irving Ave to GV Road (2012 CR)	856,000.00	0.00	4,220.95	77,588.92	778,411.08
Schaper Pond Enhancement Feasibility (SL-1)	37,000.00	0.00	4,572.97	44,205.46	(7,205.46)
	<u>4,229,400.00</u>	<u>82,628.31</u>	<u>163,639.82</u>	<u>1,546,820.21</u>	<u>2,682,579.79</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	0.00	2,964.05	5,077.55	190,922.45
2013 Project Totals	<u>196,000.00</u>	<u>0.00</u>	<u>2,964.05</u>	<u>5,077.55</u>	<u>190,922.45</u>
Total Proposed & Future CIP Projects to be Levied	<u>196,000.00</u>	<u>0.00</u>	<u>2,964.05</u>	<u>5,077.55</u>	<u>190,922.45</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 10/10/12	1,305,978.20
Add:	
MPCA Grant-Sweeney Lk	0.00
Less:	
Current (Expenses)/Revenue	0.00
Ending Cash Balance 11/07/12	1,305,978.20

Bassett Creek Construction Project Details

11/8/2012

CIP Projects Levied							
Total		2010	2010	2011	2011	2011	2012
CIP Projects Levied	Twin Lake	Plymouth Creek Channel Restoration (CR)	Main Stem Crystal to Regent (CR)	Wisc Ave (Duluth Str)- Crystal (GV)	North Branch - Crystal (CR-NB)	Plymouth Pond NB-07 (NL-2)	Wirth Lake Outlet Modification (WTH-4)
Original Budget	4,229,400	140,000	965,200	636,100	580,200	834,900	180,000
Expenditures:							
Feb 2004 - Jan 2005	1,983.50	1,983.50					
Feb 2005 - Jan 2006	1,716.70	1,716.70					
Feb 2006 - Jan 2007	375.70	375.70					
Feb 2007 - Jan 2008	36.00	36.00					
Feb 2008 - Jan 2009	20,954.25	20,954.25					
Feb 2009 - Jan 2010	22,501.45	9,319.95	11,569.05				
Feb 2010 - Jan 2011	114,036.63	30,887.00	11,590.80	34,803.97	31,522.86	602.00	2,910.00
Feb 2011 - Jan 2012	1,221,571.16	825,014.32	235,316.17	9,109.50	10,445.00	8,086.37	22,319.34
Feb 2012 - Jan 2013	163,644.82	43,159.59	33,569.51	9,157.98	5,465.00	61,940.82	1,558.00
Total Expenditures:	1,546,820.21	5,724.35	929,335.11	292,045.53	53,071.45	47,432.86	26,787.34
Project Balance	2,682,579.79	134,275.65	35,864.89	344,054.47	527,128.55	787,467.14	(70,629.19) 153,212.66

Total		2010	2010	2011	2011	2011	2012
CIP Projects Levied	Twin Lake	Plymouth Creek Channel Restoration (CR)	Main Stem Crystal to Regent (CR)	Wisc Ave (Duluth Str)- Crystal (GV)	North Branch - Crystal (CR-NB)	Plymouth Pond NB-07 (NL-2)	Wirth Lake Outlet Modification (WTH-4)
Project Totals By Vendor							
Barr Engineering	321,239.77	3,758.10	43,509.60	26,507.50	48,051.20	36,255.21	18,702.04
Kennedy & Graven	14,476.75	1,966.25	2,120.10	2,435.25	1,002.75	792.65	2,034.15
City of Golden Valley	255,131.83		255,131.83				
City of Plymouth	911,036.86	861,143.86				49,893.00	
Com of Trans							
S E H							
Misc							
2.5% Admin Transfer	44,935.00	22,561.55	7,970.95	4,017.50	10,385.00		
Total Expenditures	1,546,820.21	5,724.35	929,335.11	292,045.53	53,071.45	47,432.86	70,629.19 26,787.34

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

Bassett Creek Construction Project Details

	2012 Main Stem Irving Ave to GV Road (2012CR)	2012 Schaper Pond Enhancement Feasibility (SL-1)
Original Budget	856,000	37,000

Expenditures:		
Feb 2004 - Jan 2005		
Feb 2005 - Jan 2006		
Feb 2006 - Jan 2007		
Feb 2007 - Jan 2008		
Feb 2008 - Jan 2009		
Feb 2009 - Jan 2010		
Feb 2010 - Jan 2011	1,720.00	
Feb 2011 - Jan 2012	71,647.97	39,632.49
Feb 2012 - Jan 2013	4,220.95	4,572.97
Total Expenditures:	77,588.92	44,205.46

Project Balance 778,411.08 (7,205.46)

Proposed & Future CIP Projects (to be Levied)	
Total Proposed & Future CIP Projects (to be Levied)	2013 Lakeview Park Pond (ML-8)
196,000	196,000
637.50	637.50
1,476.00	1,476.00
2,964.05	2,964.05
5,077.55	5,077.55

190,922.45 190,922.45

	2012 Main Stem Irving Ave to GV Road (2012CR)	2012 Schaper Pond Enhancement Feasibility (SL-1)
Project Totals By Vendor		
Barr Engineering	75,726.67	44,167.26
Kennedy & Graven	1,862.25	38.20
City of Golden Valley		
City of Plymouth		
Com of Trans		
S E H		
Misc		
2.5% Admin Transfer		
Total Expenditures	77,588.92	44,205.46

Total Proposed & Future CIP Projects (to be Levied)	2013 Lakeview Park Pond (ML-8)
3,877.00	3,877.00
1,200.55	1,200.55
5,077.55	5,077.55

	2012 Main Stem Irving Ave to GV Road (2012CR)	2012 Schaper Pond Enhancement Feasibility (SL-1)
Levy/Grant Details		
2009/2010 Levy		
2010/2011 Levy		
2011/2012 Levy	600,000	
Construction Fund Balance		
BWSR Grant- BCWMO	217,500	
Total Levy/Grants	817,500	
BWSR Grants Received	108,750	

Total Proposed & Future CIP Projects (to be Levied)	2013 Lakeview Park Pond (ML-8)
196,000	196,000
196,000	196,000

Bassett Creek Construction Project Details

Other Projects						
Total					2012	
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance
1,717,373.00	125,000.00	119,000.00	500,000.00	773,373.00 (250,000.00)	250,000.00	200,000.00
163,870.64		163,870.64		25,000.00		25,000.00
50,000.00						
6,949.19				3,954.44		2,994.75
10,249.09	637.20			9,611.89		
113,141.44	23,486.95	89,654.49				
117,455.33	31,590.12	47,041.86				38,823.35
76,184.64	31,868.63	44,316.01				
45,375.25	15,005.25	25,920.00			4,450.00	
12,656.65	168.00	5,290.50			7,198.15	
382,011.59	102,756.15	212,222.86		13,566.33	11,648.15	41,818.10

Original Budget

MPCA Grant
From GF

Expenditures:

Feb 2004 - Jan 2005
Feb 2005 - Jan 2006
Feb 2006 - Jan 2007
Feb 2007 - Jan 2008
Feb 2008 - Jan 2009
Feb 2009 - Jan 2010
Feb 2010 - Jan 2011
Feb 2011 - Jan 2012
Feb 2012 - Jan 2013

Total Expenditures:

Project Balance

Totals - All Projects

6,142,773.00
163,870.64
50,000.00

2,621.00
8,665.89
10,624.79
113,177.44
138,409.58
98,686.09
159,411.88
1,235,703.81
166,608.87

1,933,909.35

4,422,734.29

Total					2012	
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance
214,564.19	99,879.70	94,948.17		9,549.32	10,187.00	
5,907.54	1,164.30	2,902.59		24.75	1,461.15	354.75
2,640.00						2,640.00
38,823.35						38,823.35
3,992.26				3,992.26		
101,598.10		101,598.10				
14,486.15	1,712.15	12,774.00				
382,011.59	102,756.15	212,222.86		13,566.33	11,648.15	41,818.10

Project Totals By Vendor

Barr Engineering
Kennedy & Graven
City of Golden Valley
City of Plymouth
Com of Trans
S E H
Misc
2.5% Admin Transfer

Totals - All Projects

539,680.96
21,584.84
257,771.83
949,860.21
3,992.26
101,598.10
14,486.15
44,935.00

1,933,909.35

Total					2012	
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance
163,870.64		163,870.64				
50,000.00				25,000		25,000
213,870.64		163,870.64		25,000		25,000

Levy/Grant Details

MPCA Grant

From GF

2009/2010 Levy
2010/2011 Levy
2011/2012 Levy
Construction Fund Balance
BWSR Grant- BCWMO

Totals - All Projects

935,000
912,400
971,000
904,000
652,500

4,374,900

Total Levy/Grants
BWSR Grants Received

Kennedy & Graven, Chartered

200 South Sixth Street
Suite 470
Minneapolis, MN 55402

(612) 337-9300

October 22, 2012
Statement No. 110787

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

RECEIVED

OCT 23 2012

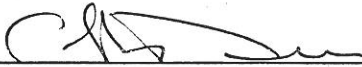
BARR
ENGINEERING CO.

Through September 30, 2012

BA295-00001	General	2,035.70
BA295-00039	Water Quality Improvement Project BC-7 (Golden Valley)	57.30

Total Current Billing: 2,093.00

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

A/E
RECEIVED
OCT 23 2012
ENGINEERING CO.

Kennedy & Graven, Chartered

200 South Sixth Street
Suite 470
Minneapolis, MN 55402

Bassett Creek Water
Sue Virnig

September 30, 2012

BA295-00001 General

Through September 30, 2012

For All Legal Services As Follows:

			Hours	Amount
9/6/2012	CLL	Exchange emails on agenda items	0.10	19.10
9/12/2012	CLL	Phone call from K. Chandler regarding process for 2014 CIP projects and BC-7 feasibility report	0.20	38.20
9/14/2012	CLL	Email from E. Herbert regarding resolution for plan amendment; phone call from A. Herbert regarding same; draft resolution	1.10	210.10
9/17/2012	CLL	Phone call from P. Schutrop regarding bylaw amendment; email resolution on plan amendment to A. Herbert; draft resolution on bylaw amendment; email to A. Herbert; review forms for certification to county; review agenda materials	1.70	324.70
9/18/2012	CLL	Message to A. Herbert regarding tax levy letter; phone call to J. Oliver regarding BC-7 agenda item	0.30	57.30
9/18/2012	CLL	Review proposed Wenck contract on WOMP; email D. Asche regarding same	0.55	105.05
9/19/2012	CLL	Email to L. Harrod regarding WOMP contract; email to Wenck and email to D. Asche regarding monitoring services agreement; email E. Herbert on hearing procedure	1.15	219.65
9/20/2012	CLL	Attend commission meeting	4.30	821.30
9/21/2012	CLL	Message to A. Herbert regarding bylaws and resolutions	0.15	28.65
9/25/2012	CLL	Phone call from A. Herbert regarding resolution format and bylaw resolution; message to A. Herbert regarding same; update filing	0.95	181.45
9/29/2012	CLL	Complete change to bylaws	0.10	19.10
Total Services:			\$	2,024.60

Kennedy & Graven, Chartered

200 South Sixth Street
Suite 470
Minneapolis, MN 55402

Bassett Creek Water
Sue Virnig

September 30, 2012

For All Disbursements As Follows:

9/20/2012	Charles L. LeFevere; Mileage expense	11.10
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Total Disbursements:	\$	11.10
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Total Services and Disbursements:	\$	2,035.70
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Kennedy & Graven, Chartered

200 South Sixth Street
Suite 470
Minneapolis, MN 55402

Bassett Creek Water
Sue Virnig

September 30, 2012

BA295-00039 Water Quality Improvement Project BC-7 (Golden Valley)

Through September 30, 2012

For All Legal Services As Follows:

			Hours	Amount
9/20/2012	CLL	Work on contract for Project BC-7 feasibility report	0.30	57.30
Total Services:			\$	57.30

Total Services and Disbursements: \$ 57.30

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

Page # 1
Invoice # 23270051-2012-9
Project # 23/27-0051
Client # 59
November 2, 2012

Invoice of Account with
BARR ENGINEERING COMPANY

For professional services during the period of
September 29, 2012 through October 26, 2012

ENGINEERING

TECHNICAL SERVICES

Calls/emails to or from the Commissioners, recording administrator, watershed communities, developers in the watershed, and interested citizens; coordination with recording administrator regarding post-meeting tasks; e-mail response to Commissioner Hoshal regarding nitrogen water pollution and TMDL concerns; communication with Commissioner Welch and Plymouth staff regarding development requirements; internal discussions regarding effects of groundwater pumping on Medicine Lake water levels; internal discussion regarding Hennepin County area-wide groundwater study; communication with MPRB staff regarding BCWMC water quality information and projects in/near Wirth Park; sent grant tracking email to Commission; phone call from resident; provided city/WMO standards information to Commissioner Welch; communications with Commissioner Hoshal regarding Medicine Lake water level and dam.

Leonard J. Kremer, Principal Engineer/Scientist	
1.5 hours @ \$160.00 per hour	\$ 240.00
James P. Herbert, Principal Engineer/Scientist	
1.5 hours @ \$145.00 per hour	\$ 217.50
Ray W. Wuolo, Principal Engineer/Scientist	
1.0 hours @ \$205.00 per hour	\$ 205.00
Henry M. Runke, Principal Engineer/Scientist	
2.0 hours @ \$165.00 per hour	\$ 330.00
Karen L. Chandler, Engineer/Scientist/Specialist III	
8.5 hours @ \$145.00 per hour	\$ 1,232.50
Technicians/Administrative.....	\$ 429.00
<i>Subtotal, Technical Services.....</i>	<i>\$ 2,654.00</i>

PRELIMINARY SITE REVIEW/CORRESPONDENCE

Telephone conversations regarding proposed developments; provided watershed hydraulic information, flood profiles and BCWMC development requirements to applicants; conference call with Minnehaha Creek Watershed District staff and BKBM for project in St. Louis Park; coordination with Inspec regarding Greenwood School; communication with Loucks regarding Westhealth expansion in Plymouth and reviewed historical records; reviewed proposed street project along Bassett Creek/Minnehaha Creek watershed boundary in Minnetonka and provided preliminary comments.

James P. Herbert, Principal Engineer/Scientist	
5.8 hours @ \$145.00 per hour	\$ 841.00
Technicians/Administrative.....	\$ 127.50
<i>Subtotal, Preliminary Site Review/Correspondence</i>	<i>\$ 968.50</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 October 2012 meeting; call to Commissioner deLambert regarding October agenda; reviewed DNR hydrologic conditions report.

Leonard J. Kremer, Principal Engineer/Scientist	
2.3 hours @ \$160.00 per hour	\$ 368.00
James P. Herbert, Principal Engineer/Scientist	
9.0 hours @ \$145.00 per hour	\$ 1,305.00
Karen L. Chandler, Engineer/Scientist/Specialist III	
10.0 hours @ \$145.00 per hour	\$ 1,450.00
<i>Subtotal, Monthly Meeting Preparation.....</i>	<i>\$ 3,123.00</i>

PROPERTY FLOODPLAIN REVIEW

Floodplain review at 5129 Minnaqua Drive, Golden Valley.

James P. Herbert, Principal Engineer/Scientist	
1.2 hours @ \$145.00 per hour	\$ 174.00
<i>Subtotal, Property Floodplain Review.....</i>	<i>\$ 174.00</i>

<i>Subtotal Technical Services</i>	<i>\$ 6,919.50</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.....	\$	93.50
<i>Subtotal, Wirth Lake 2010 Site Improvements.....</i>	<i>\$</i>	<i>93.50</i>

Cornerstone Church

Erosion control inspection.

Technicians/Administrative.....	\$	93.50
<i>Subtotal, Cornerstone Church.....</i>	<i>\$</i>	<i>93.50</i>

10th Ave No Public Wks Site Improvements

Erosion control inspection.

Technicians/Administrative.....	\$	42.50
<i>Subtotal, 10th Ave No Public Works Site Imprvmts.....</i>	<i>\$</i>	<i>42.50</i>

10600 Wayzata Blvd Cleanup

Erosion control inspection.

Technicians/Administrative.....	\$	85.00
<i>Subtotal, 10600 Wayzata Blvd Cleanup.....</i>	<i>\$</i>	<i>85.00</i>

Hazelden Site Expansion

Erosion control inspection.

Technicians/Administrative.....	\$	102.00
<i>Subtotal, Hazelden Site Expansion</i>	<i>\$</i>	<i>102.00</i>

GV 2012 PMP

Erosion control inspection.

Technicians/Administrative.....	\$	153.00
<i>Subtotal, GV 2012 PMP</i>	<i>\$</i>	<i>153.00</i>

Cornerstone Auto Resource

Erosion control inspection.

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

Breck School Phase 1 Addition

Erosion control inspection.

Technicians/Administrative.....	\$	102.00
<i>Subtotal, Breck School Phase 1 Addition</i>	<i>\$</i>	<i>102.00</i>

Plymouth 2012 Street Reconstruction: Circle Park

Erosion control inspection.

Technicians/Administrative.....	\$	102.00
<i>Subtotal, Plymouth 2012 St Reconstruction: Circle Park</i>	<i>\$</i>	<i>102.00</i>

CP Rail Bridge Replacement MP 2.12

Telephone conversations and emails with applicant; reviewed revised submittal and prepared approval letter to City of Golden Valley.

James P. Herbert, Principal Engineer/Scientist		
2.3 hours @ \$145.00 per hour	\$	333.50
Technicians/Administrative.....	\$	37.50
<i>Subtotal, CP Rail Bridge Replacement MP 2.12</i>	<i>\$</i>	<i>371.00</i>

5919 St. Croix Avenue

Telephone conversations and emails with city staff; reviewed final drawings, prepared approval letter to City of Golden Valley.

James P. Herbert, Principal Engineer/Scientist		
1.5 hours @ \$145.00 per hour	\$	217.50
Technicians/Administrative.....	\$	30.00
<i>Subtotal, 5919 St. Croix Avenue</i>	<i>\$</i>	<i>247.50</i>

5929 St. Croix Avenue

Telephone conversations and emails with city staff; reviewed final drawings, prepared approval letter to City of Golden Valley.

James P. Herbert, Principal Engineer/Scientist		
1.5 hours @ \$145.00 per hour	\$	217.50

Technicians/Administrative.....	\$	45.00
<i>Subtotal, 5929 St. Croix Avenue</i>	<i>\$</i>	<i>262.50</i>

The Hills of Plymouth Prof Bldg

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

James P. Herbert, Principal Engineer/Scientist		
6.6 hours @ \$145.00 per hour	\$	957.00
<i>Subtotal, The Hills of Plymouth Prof Bldg.....</i>	<i>\$</i>	<i>957.00</i>

Plymouth Salt Storage Building

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

James P. Herbert, Principal Engineer/Scientist		
1.0 hours @ \$145.00 per hour	\$	145.00
Technicians/Administrative.....	\$	37.50
<i>Subtotal, Plymouth Salt Storage Bldg.....</i>	<i>\$</i>	<i>182.50</i>

Gateway Assisted Living

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

James P. Herbert, Principal Engineer/Scientist		
1.0 hours @ \$145.00 per hour	\$	145.00
<i>Subtotal, Gateway Assisted Living.....</i>	<i>\$</i>	<i>145.00</i>

<i>Subtotal Plat Review</i>	<i>\$</i>	<i>3,041.00</i>
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COMMISSION AND TAC MEETINGS

Attend October 18, 2012 Commission meeting.

Karen L. Chandler, Engineer/Scientist/Specialist III		
3.1 hours @ \$145.00 per hour.....	\$	449.50
<i>Subtotal, Commission Meetings.....</i>	<i>\$</i>	<i>449.50</i>

SURVEYS AND STUDIES

Gathered information regarding Medicine Lake/AMLAC request for October meeting packet; internal meeting regarding Medicine Lake issues; prepared updated precipitation and water level graphs and Medicine Lake level figures; prepared memo for October Commission meeting regarding AMLAC request, including attachments; communications with Plymouth city staff regarding impacts of higher water levels; call from Medicine Lake resident, conference call with Medicine Lake residents regarding lake outlet information.

Karen L. Chandler, Engineer/Scientist/Specialist III	
13.3 hours @ \$145.00 per hour	\$ 1,928.50
Amy R. Mikus, Engineer/Scientist/Specialist I	
1.5 hours @ \$80.00 per hour	\$ 120.00
<i>Subtotal, Surveys and Studies</i>	<i>\$ 2,048.50</i>

WATER QUALITY MONITORING

Prepared for and performed invertebrate monitoring at Plymouth Creek/Main Stem/Sweeney Lake Branch/North Branch; internal meeting and coordination with DNR regarding milfoil in Bassett Creek channel.

James P. Herbert, Principal Engineer/Scientist	
1.0 hours @ \$145.00 per hour	\$ 145.00
Technicians/Administrative	\$ 887.50
Expenses (Dynamex/mileage/2WD vehicle)	\$ 122.97
<i>Subtotal, Water Quality Monitoring</i>	<i>\$ 1,155.47</i>

WATER QUANTITY

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

Technicians/Administrative	\$ 680.00
Expenses (Mileage/2WD vehicle)	\$ 102.72
<i>Subtotal, Water Quantity</i>	<i>\$ 782.72</i>

WATERSHED INSPECTION

Erosion control inspections; preparation of erosion control letter and distribution to each city.

James P. Herbert, Principal Engineer/Scientist	
5.5 hours @ \$145.00 per hour	\$ 797.50
Technicians/Administrative	\$ 788.50
Expenses (Mileage/2WD vehicle)	\$ 164.93
<i>Subtotal, Watershed Inspection</i>	<i>\$ 1,750.93</i>

TOTAL ENGINEERING	\$ 16,147.62
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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).....\$ 154.18

TOTAL SECRETARIAL SERVICES EXPENSES\$ 154.18

PLANNING

WATERSHED-WIDE XP-SWMM MODEL

Performed pond volume calculations; revised watershed divides and identified wetlands and Plymouth outlets; data edits; updated watershed inputs and device routing based on these revisions; prepared memo for October Commission meeting regarding project status; National Wetland Inventory comparison and QA/QC.

Karen L. Chandler, Engineer/Scientist/Specialist III	
1.4 hours @ \$145.00 per hour	\$ 203.00
Rita W. Weaver, Engineer/Scientist/Specialist II	
1.2 hours @ \$100.00 per hour	\$ 120.00
Ross S. Mullen, Engineer/Scientist/Specialist I	
19.0 hours @ \$65.00 per hour	\$ 1,235.00
Technicians/Administrative	\$ 2,838.00
Expenses (Color plotter)	\$ <u>83.04</u>
<i>Subtotal, Watershed-wide XP-SWMM Model</i>	<i>\$ 4,479.04</i>

WATERSHED-WIDE P8 WATER QUALITY MODEL

Reviewed available pond information; prepared for and performed pond surveys; determined pond data for Plymouth Creek ponds; calculations for P8 model; prepared memo for October Commission meeting regarding project status and responded to questions about P8 modeling approach; combined Northwood-Bassett Creek Park Pond models, prepared Plymouth Creek model, internal meeting to discuss P8 model calibration options; QA/QC review of P8 models.

James P. Herbert, Principal Engineer/Scientist	
2.0 hours @ \$145.00 per hour	\$ 290.00
Karen L. Chandler, Engineer/Scientist/Specialist III	
2.3 hours @ \$145.00 per hour	\$ 333.50
Gregory J. Wilson, Engineer/Scientist/Specialist III	
21.8 hours @ \$140.00 per hour	\$ 3,052.00

Margaret R. Rattei, Engineer/Scientist/Specialist II	
47.8 hours @ \$115.00 per hour	\$ 5,497.00
Kelly A. Wild, Engineer/Scientist/Specialist I	
11.7 hours @ \$65.00 per hour	\$ 760.50
Technicians/Administrative	\$ 1,814.50
Expenses (Digital camera/mileage/2WD vehicle)	\$ 148.23
<i>Subtotal, Watershed-wide P8 Water Quality Model</i>	<i>\$ 11,895.73</i>

NEXT GENERATION PLAN

Communications regarding Next Generation Plan task list; prepared for and attended October 22, 2012 Steering Committee meeting.

Karen L. Chandler, Engineer/Scientist/Specialist III	
3.4 hours @ \$145.00 per hour	\$ 493.00
Sterling G. Williams, Engineer/Scientist/Specialist II	
3.5 hours @ \$95.00 per hour	\$ 332.50
Expenses (Mileage)	\$ 3.33
<i>Subtotal, Next Generation Plan</i>	<i>\$ 828.83</i>

TOTAL PLANNING \$ **17,203.60**

ANNUAL REPORT

TOTAL ANNUAL REPORT \$ **0.00**

WATERSHED OUTLET MONITORING PROGRAM (WOMP)

Coordination regarding flow measurement at WOMP site; downloaded Sontek flow files and added notes; reviewed rating curve.

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

CAPITAL IMPROVEMENT PROJECTS (Funded through tax levy)

WISCONSIN AVENUE – CRYSTAL (2011 CR)

Reviewed reimbursement request and prepare email summary.

James P. Herbert, Principal Engineer/Scientist	
0.7 hours @ \$145.00 per hour	\$ 101.50
Technicians/Administrative	\$ 30.00
<i>Subtotal, Wisconsin Avenue - Crystal</i>	<i>\$ 131.50</i>

NORTH BRANCH (2011CR-NB)

Reviewed reimbursement request for Four Seasons Mall and prepare email summary.

James P. Herbert, Principal Engineer/Scientist	
1.0 hours @ \$145.00 per hour	\$ 145.00
<i>Subtotal, North Branch (2011CR-NB)</i>	<i>\$ 145.00</i>

POND NB-07 (NL-2)

Coordination with recording administrator regarding minor plan amendment information.

Karen L. Chandler, Engineer/Scientist/Specialist III	
0.4 hours @ \$145.00 per hour	\$ 58.00
<i>Subtotal, Pond NB-07.....</i>	<i>\$ 58.00</i>

TOTAL CAPITAL IMP PROJECTS (Tax Levy)\$ 334.50

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

**TOTAL CAPITAL IMPROVEMENT PROJECTS
(Maintenance Funds)\$ 0.00**

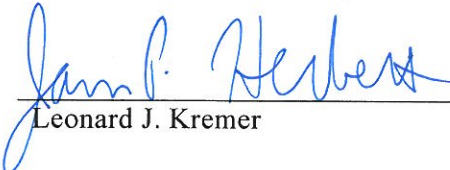
TMDL STUDIES

TOTAL TMDL STUDIES.....\$ 0.00

SUMMARY TOTALS

Total Engineering.....	\$ 16,147.62
Total Secretarial Services Expenses	\$ 154.18
Total Planning.....	\$ 17,203.60
Total Annual Report	\$ 00.0
Total WOMP	\$ 105.00
Total Capital Improvement Projects (Tax Levy)	\$ 334.50
Total Capital Improvement Projects (Maintenance Funds)	\$ 0.00
Total TMDL Studies	\$ 0.00
TOTAL PAYABLE	\$ 33,944.90

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

November 4, 2012

Bassett Creek Watershed Management Commission (BCWMC)

Attn: Sue Virnig, Deputy Treasurer

7800 Golden Valley Road

Golden Valley, MN 55427

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

Administrative Services to BCWMC

- Organized the October 18th 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 October meeting minutes / meeting notes from the September 24th and October 22nd Plan Steering Committee meetings; Updated the channel maintenance fund memo; distributed memo to TAC along with the communication about the deadline for member cities to apply for Channel Maintenance Funds for the 2013 construction season; Updated the Admin. Calendar; Created meeting notices for the October meetings of the Plan Steering Committee and October and Nov. 5th meetings of the Admin Services Cmttee.

49.0 hours @ \$57.00 per hour \$2,793.00

BCWMC Meetings

Set up and attended the October 18th 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

Forwarded / copied reimbursement requests from the City of Golden Valley for the Bassett Creek Reach II Restoration project and from the City of Plymouth for the feasibility report for the Four Seasons Mall Area Water Quality Project; Copied for meeting packet the proposed agreement with the City of Golden Valley for the preparation of the feasibility report for Water Quality Improvement Project BC-7 (Briarwood/ Dawnview); Forwarded to BWSR and the Plan Reviewers the *Watershed Management Plan* replacement pages and Table 12-2 and BCWMC Resolution 12-08 as adopted on September 20, 2012

1.00 hour @ \$57.00 per hour \$57.00

Web Site

Updated roster; posted/ removed Administrator RFP; Reviewed photos from
Commissioner Johnson to use on the Web site; Updated meeting minute archive
1.0 hour @ \$57.00 per hour..... \$57.00

Expenses

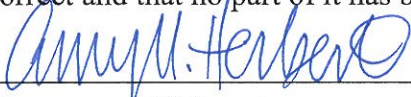
No October Expenses \$0

Mileage

Roundtrip mileage between Chanhassen and Golden Valley City Hall for October
18th BCWMC meeting (17.08 miles x 0.555 = \$9.48) \$9.48

Subtotal Administrative Services	\$3,144.48
Subtotal CIP Administrative Services	\$57.00
Total Current Billing:	\$3,201.48

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



Signature of Claimant

ACE Drop-Off Catering

Invoice

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

INVOICE #

53867

SHIP TO

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

BILL TO

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

P.O. NUMBER	TERMS		DELIVERY DATE	DAY	PPL	DELIVERY TIME
see above	Due on receipt		11/14/2012	Wednesday	18	11 AM (10:45-11:15)

QUATY	DESCRIPTION	PRICE EA...	AMOUNT
18	THE BASIC Box Lunch - Includes Gourmet Sandwich, Chips, Mayo & Mustard Packets, Napkin & An Atrium Cookie	7.95	143.10T
1	Vegetable Sandwich	0.00	0.00T
9	ACE Club	0.00	0.00T
8	Deli Stacker	0.00	0.00T
	No Beverage	0.00	0.00T
	Subtotal		143.10
	Delivery Charge * See Below	20.00	20.00T
	Metro Sales Tax	7.275%	11.87

Thank you for your business.

Total

\$174.97

***Delivery charges do not include any tip or gratuity to the driver. They are used to defer the additional expense of vehicles, insurance, packaging and other items associated with making a delivery. Please make checks payable to "D'Amico Catering".

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

Thank you for your business.

Agreed to by (customer)_____

City of Golden Valley
Reimbursement for CITY OF GOLDEN VALLEY Activity Account
Acct #1022000867-Wells Fargo Golden Valley

Vendor 108227

Date: 11-5-12
Check # 5059
Amount of check\$ ~~5000.00~~ 66.11
Account Code: 1000.1115

Check Made out to: Davannis

EXPLANATION OF EXPENSE

BCWMO meeting

Department Approval:

Finance Authorization:
Date:

OLSMW
11-5-12

Virnig, Sue

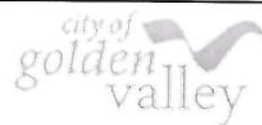
From: Schutrop, Pat
Sent: Thursday, November 01, 2012 3:35 PM
To: Virnig, Sue
Subject: Check Request for Davanni's Order for BCWMC Admin Services Cmte Mtg

Sue,

The BCWMC Administrative Services Committee will be conducting interviews for the Administrator position late afternoon on Monday, November 5. Can I get a check in the amount of \$57.80 on Monday morning to pick up the food?

Thanks.

Pat Schutrop | Administrative Assistant-Public Works | City of Golden Valley
7800 Golden Valley Road | Golden Valley, MN 55427 | 763-593-3987 (direct) | 763-593-3988 (Fax) | 763-593-3968 (TTY) |
pschutrop@goldenvalleymn.gov
Please note new email address.



From: Davanni's Online Order [<mailto:OnlineOrders@davannis.com>]
Sent: Thursday, November 01, 2012 3:32 PM
To: Schutrop, Pat
Subject: Davanni's Online Order Receipt - Thank You For Your Order

Thank you!

Your order has been received. Please make sure to have payment available when receiving your order.

When you arrive...
Go straight to the Call Ahead pickup register.
Let us know that you're picking up an online order.
Thanks for choosing Davanni's!

Your order information:

Name: **Schutrop, Pat**
Email: pschutrop@goldenvalleymn.gov
Phone: **7635933987**
Pickup Time: **11/5/2012 2:00 PM**
Pickup Location:
 Golden Valley
 663 Winnetka Ave N
 Golden Valley, MN
 763-398-0303

Item	Qty	Price
Box Lunch	1	\$7.19
Half Ham		
White		
Plain Chips		
Chocolate Chunk Cookie		

Box Lunch	1	\$7.19
Half Chk, Bacon, Honey Mustard		
Whole Grain		
Parmesan & Garlic Chips		
Chocolate Chunk Cookie		
Box Lunch	1	\$7.19
Half Club (Turkey, Can. Bacon, Pepperoni)		
White		
Jalapeño Chips		
Rice Crispy Treat		
Box Lunch	1	\$7.19
Half Roast Beef		
Whole Grain		
Plain Chips		
Fabulous Brownie		
Box Lunch	1	\$7.19
Half Club (Turkey, Can. Bacon, Pepperoni)		
White		
Parmesan & Garlic Chips		
Chocolate Chunk Cookie		
Box Lunch	1	\$7.19
Half Chk, Bacon, Honey Mustard		
Whole Grain		
Plain Chips		
Fabulous Brownie		
Bottled Water	6	\$10.74

SubTotal:		\$53.88
Tax:		\$3.92
Total:		\$57.80

60
10
47
11
00



ADVERTISING INVOICE/STATEMENT

PAGE 1 OF 1

128601
StarTribune.com

CUSTOMER SERVICE/BILLING	BILLING DATE	BILLING PERIOD	BILLING PHONE	PAYMENT TERMS	ADVERTISER ACCOUNT	AGENCY ACCOUNT
612-673-7446	10/31/2012	October	763-593-8012	Net 25	1000032592	

DATE EDIT/PRDT	AD NUMBER INV. NUMBER	DESCRIPTION OTHER COMMENTS/CHARGES ^SPLIT BILLED	AD SIZE BILLED UNITS	RATE	SUB TOTAL	AMOUNT BILLED
		BALANCE FORWARD				0.00
10/07 SU MET 521	A13608641 1009467663	AdministrativeCoordi	SIZE C		697.00	697.00
		***Total Amount Due ***				697.00
<div style="text-align: right;"> <p>1030-6413 Cenaum 11-09-12</p> <p>RECEIVED NOV 05 CITY OF C</p> </div>						

Current	Over 30 Days	Over 60 Days	Over 90 Days	Applied Credits	Total Amount Due
697.00	0.00	0.00	0.00		697.00
- indicates the ad appeared online each day it ran in print as stated in the applicable rate card, valued at \$10 - \$50.					

To sign up for eBilling, go to www.StarTribune.com/eStatements, or check the box below.

— Please detach lower portion and return with payment —

Date Line Friday, November 2, 2012

Time Line 12:21:27 PM CDT

Receipt No:

Proof Of Pub Request

Acct: 1000032592

Name: GOLDEN VALLEY CITY OF

Phone: 763-593-8012

Address: 7800 GOLDEN VALLEY RD
ATTN PAT BUTLER

E-Mail:

Client:

City: GOLDEN VALLEY

State: MN **Zip:** 55427-4508

Ad Name: 13608641A

Reply Request

Ad Id: 13608641

Standby Types:

Start 10/07/2012

Issues: 1

Stop 10/07/2012

Class 521

Rate: JOBOPN

Color:

Copy Line: AdministrativeCoordinationo

Rep: DE Employment

Editions: MET/WEL/WEDV/WEVI/WETJ/

Tear Sheets:

Earliest Production Deadline:

Lines ...	12
Depth ...	1
Columns ...	1.0
Price:	697.00
Other Charges:	0.00
Discounts:	0.00
Total	697.00

Administrative Coordination of the Commission
THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION (BCWMC), a nine city water management organization located in Hennepin County, is seeking proposals for Administrative Coordination of the Commission. The successful applicant will work with the Commission, its member cities, engineering, legal, and support staff to facilitate the development and implementation of the water management plan. Proposal Deadline is October 17, 2012 at 4:30pm. Visit: <http://www.bassettcreekwmo.org/index.htm> for proposal details and requirements.

Ad shown is not actual print size



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 4F. Authorize Engineer to Review and Respond to Revised Preliminary and Preliminary Hennepin County Flood Insurance Maps
BCWMC November 14, 2012 Meeting Agenda
Date: November 7, 2012
Project: 23270051 2012 003

4F. Review Revised Preliminary and Preliminary Hennepin County Flood Insurance Maps

Recommendations:

1. Authorize Engineer to review and respond to revised preliminary and preliminary Hennepin County flood insurance maps.

Background

On October 10, 2012, staff received notification via email that the Federal Emergency Management Agency's (FEMA) Hennepin County Flood Insurance Study (FIS) is now ready for review (see attached email). The FIS includes revised preliminary and preliminary floodplain maps for Hennepin County. The maps were updated with more current and accurate aerial photography as the base map. Some of the floodplain maps were revised to also reflect updated engineering/hydrologic and hydraulic modeling; these are called "Revised Preliminary Maps." All other maps are called "Preliminary Maps."

Our cursory review of the Golden Valley portion of the draft maps found that about one-third of the mapping is incorrect. For example, the revised maps do not incorporate the more recent Sweeney Lake Branch model results, which were incorporated into a FEMA-approved Letter of Map Revision, and the Wirth Lake mapping is incorrect. There may be other errors in other parts of the Bassett Creek watershed.

Staff recommends that the Commission authorize its Engineer to review the updated map panels in the Bassett Creek watershed and provide comments to the FEMA contractor. Comments will be accepted until the end of the regulatory 90-Day Expanded Appeals Process (EAP) period, which is anticipated to start in late 2012. All Hennepin County communities will receive notification of the EAP start date and other information.

The revised maps can be viewed and downloaded from this website: <http://www.starr-team.com>

Karen Chandler

From: Karen Chandler
Sent: Tuesday, November 06, 2012 5:52 PM
To: Karen Chandler
Subject: FW: Update on The Hennepin County MN Flood Insurance Study

From: Murphy, William C [William.Murphy@atkinsglobal.com]
Sent: Wednesday, October 10, 2012 7:58 AM;
Subject: Update on The Hennepin County MN Flood Insurance Study

As you are probably well aware, progress on the Hennepin County Flood Insurance Study had been delayed pending resolution of hydrologic and hydraulic modeling concerns in the Minnehaha and Nine Mile Creek watersheds. These concerns have been addressed and as a result, on August 17th 2012, a revised preliminary study was mailed to communities impacted by updates to these two watersheds. With this mailing, the entire Flood Insurance study can proceed towards the regulatory 90-Day Expanded Appeals Process (EAP) period, which we anticipate starting in late 2012.

In addition to the revised area, all panels in the County have been updated with more current and accurate aerial photography as the base map. You can view and download all panels from this website → <http://www.starr-team.com>.

In the left side column of the webpage, you'll see a number of items starting with "Portal Home". Below that are two items associated with Hennepin map panels.

Click on **Revised Preliminary Maps** to view the downloadable revised map panels. These are the panels that are impacted by the updated engineering and were also updated with the aerial imagery base map.

Click on **Preliminary Maps** to view the downloadable non-revised map panels for the study. These are the panels that had originally mailed in September 2005, are not impacted by the updated engineering for Minnehaha and Nine Mile Creek watersheds, but were updated with aerial imagery base map.

To identify map panels in relation to your community, first view or download the map panel index which are the last three items (27053CIND1B, 27053CIND2B and 27053CIND3B) on the **Revised Preliminary Maps** page.

In the period following the original preliminary study release, we had received several comments related to corrections to road names, changes to community boundaries, etc. These comments will be reviewed for incorporation into the map panels during the Expanded Appeals Process. We encourage you to review all updated map panels containing your community and provide any additional comments that you feel need to be addressed. Please send those comments directly to me at the email address listed below, and copy Suzanne Jiwani at the Minnesota DNR @ Suzanne.Jiwani@state.mn.us . Comments will be accepted and reviewed now and up until the end of the regulatory 90-Day Expanded Appeals Process (EAP) period.

All Hennepin County communities will receive notification of the Expanded Appeals Process (EAP) start date and information on what constitutes an appeal, with instructions on how to submit supporting documentation. Again, the anticipated start of the Expanded Appeals Process is in late 2012.

If you have any questions about the revised or updated map panels, or the study process in general, please feel free to call me directly or by the email address listed below.

I look forward to working with you to bring this Flood Insurance Study to effective status.

Regards;

Bo Murphy, CFM
Project Manager, Flood Hazard Management

STARR

3901 Calverton Boulevard, Calverton, MD 20705 | Tel: +1 (301) 210 6800 X4381295 | Fax: +1 (301) 210 5156
Email: bo.murphy@starr-team.com | Web: starr-team.com

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Consider the environment. Please don't print this email unless you really need to.

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 4G – 237 Peninsula Road Floodplain Mitigation – Medicine Lake
BCWMC November 14, 2012 Meeting Agenda
Date: November 6, 2012
Project: 23270051 2012 250

4G. 237 Peninsula Road Floodplain Mitigation: Medicine Lake

Summary

Proposed Work: Garage Construction

Basis for Commission Review: Fill and Compensating Storage in the Floodplain

Change in Impervious Surface: 880 square feet increase

Recommendation: Conditional Approval

General Background & Comments

A request was received for review of the construction of a detached garage at the referenced address in the City of Medicine Lake. BCWMC review of the above-referenced property is required due to the proposed fill and required compensating storage in the Medicine Lake floodplain.

The project will result in an increase in impervious area of approximately 800 square feet. BCWMC review of erosion and sediment control and water quality requirements are not required for this project because the area to be graded is less than 10,000 square feet, the work involves less than 200 cubic yards of cut or fill, and the parcel size is less than 2 acres.

Floodplain







The 100-year floodplain of Medicine Lake is 890.3 feet, and the normal water level of Medicine Lake is 887.7 ft. Construction of the detached garage will result in filling 1.1 cubic yards of the floodplain. A total of 4.3 cubic yards will be excavated from the property to provide the compensating storage. The applicant will be adding compensating storage by increasing the size of an existing depression area located at the northeastern portion of the property.

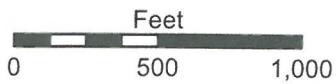
In accordance to Commission policy, the lowest floor of all permanent structures must be at least 2 feet above the established 100-year floodplain elevation. Therefore, the garage floor must be at El. 892.3 ft. or higher.

Barr Footer: ArcGIS 10.0, 2012-11-05 10:14 File: I:\Client\BassettCreek\gis\maps\Permits\Maps-2012-26.mxd User: rar2



Imagery Source: Bing Maps for ArcGIS (2010)

-  Permit Location
-  Bassett Creek
-  WMC Boundary
-  Major Subwatershed
-  Parcel Line
-  Stream



LOCATION MAP
APPLICATION 2012-26
237 Peninsula Road
Garage Construction, Fill in Floodplain
Medicine Lake, MN

General Public Education and Outreach. As noted above, this initiative could include a number of activities. The short-term goals for this initiative are to gauge the interest and need for representation at events and at association and other meetings, schedule these events, and identify potential additional sources of funding. This Educator could also assist with the “Green Yard” initiative, perhaps in partnership with Metro Blooms. The Educator may also be able to assist member cities with organizing and implementing BMP retrofit actions coming out of the intensive BMP studies, such as recruiting property owners for rain gardens and providing training on planting and maintenance.

Recommendation

Two persons with unique qualifications have expressed an interest in the proposed Educator initiative, and both bring particular strengths. One is a recently retired teacher who has been working with the City of Plymouth on its fourth grade initiative. The other is an experienced middle/high school teacher and naturalist who most recently worked for the Hennepin County Department of Environmental Services coordinating volunteer monitoring and providing community environmental education. She left the workforce to start a family and is returning part time now that her children are in school. The subcommittee will interview the two candidates on November 7, 2012, although they believe both are well qualified. WMWA will meet on November 13, 2012, to make a final recommendation.

It is the subcommittee’s recommendation that the two start immediately to define the educator program, assess needs, establish goals and procedures, and craft a program for 2013. No funds for this work have been specifically budgeted for 2012, but WMWA and the member Commissions have budgeted \$12,000 for WMWA activities. Some of that budget, a few thousand dollars, will be used to get the e-newsletter up and running.

1) *The subcommittee recommends to WMWA and the member Commissions that a portion of the 2012 WMWA activities budget be used to contract with one or more of these Educators to work with staff and the subcommittee to prepare a scope, budget, and proposed activities and administrative structure for the contractual Educator program.* The WMWA Joint Powers Agreements require that any new programming beyond routine or administrative activities be set forth in a supplemental JPA. The scope developed by the team and the JPA supplement developed by the Commissions’ attorney would then be presented to each of the Commissions for approval. It is estimated that the cost of preparing this scope, budget, and structure would be \$4,000.

2) *The subcommittee further recommends and requests approval that any of the \$12,000 left unspent at the end of the year be carried over to 2013 to supplement the \$4,000 budgeted in 2013.* We expect that a portion of the carried-over funds would be spent making one-time purchases of educational materials both for the K-12 component and for the general public education and outreach component. Examples of these materials might be additional copies of the Project NEMO “Watershed Game” used to train groups about identifying and reducing pollutant loading in lakes and streams; educational banners to be used at booths at educational events; hands-on tabletop activities and displays that educate about various water resources topics, and curriculum materials.

Commission Action Requested

Approval to move forward with contracting with one or more educators to assist WMWA with developing the scope and budget for the contractual Educators program, and approval to carry over unspent funds budgeted in 2012 to 2013. WMWA will make a progress report to the member Commissions in December and will expect to present the scope, budget and JPA in January 2013 for Commission review and approval.

CB.

November 7, 2012

To: Bassett Creek Watershed Management Commissioners

From: Linda Loomis

Subject: Next Generation Plan Steering Committee

Notes from the last meeting of the Steering Committee are attached to this memo.

The Steering Committee would like input from the Commissioner's on some items before moving forward. Those items include:

- Approve first steps of stakeholder input (WAVE) and the general schedule
- Direct staff to contact cities regarding input groups for the small group meetings
- Authorization to contract with writer to develop an article for Sun/Sailor news, city newsletters and websites and the BCWMC website.
- A request for volunteer facilitators from the Commission
- Authorize the setup of a document sharing site such as Drop Box
- Proceed with setting up an online survey for citizen input

Recommended action: Motion to approve above items and authorize the Steering Committee to proceed with planning process.

Plan Steering Committee

Notes from the October 22, 2012, Meeting

Present:

Linda Loomis (Committee Chair), Karen Chandler, Jeannine Clancy, Jim de Lambert, Ginny Black, Greg Williams, Justin Riss, Lisa Goddard, Ted Hoshal, Michael Welch

Discussion and Business

Update on Gap Analysis:

Karen Chandler introduced Greg Williams of Barr Engineering and explained that he is working on the gaps analysis. She provided an update and reported that the draft gaps analysis will be ready for Committee discussion at the November Committee meeting.

Discuss Committee Structure/ Scope of Work:

There was discussion about whether subcommittees are needed. The Committee decided that it needs to review the results of the gaps analysis before it can determine if subcommittees are needed but decided that if they are needed they could be formed on an ad hoc basis during the planning process. Ms. Chandler noted that the gaps analysis won't be finalized until the Commission's December meeting.

[Ted Hoshal arrives]

Discuss Public Outreach Component and Review the Gantt Chart

[Michael Welch arrives]

The Committee discussed ways it could share information within the Committee:

- Drop Box
- Non-public part of the BCWMC's Web site
- Project Web site

Ms. Chandler said that Barr Engineering could investigate those three options and would come back with more information.

The Committee discussed holding a kick-off meeting – perhaps in the end of January or in February or March. Committee Chair Loomis said that the kick-off meeting is to let the public and stakeholders know that the Commission is taking public comments and will be approaching groups for feedback.

The Committee discussed sending out a survey via Survey Monkey. Mr. Welch said that if the Commission moves forward with an online survey then the Commission will need to beta-test the survey to make sure it works before it is distributed. The Committee discussed types of information it would like to receive through survey responses. Mr. Welch asked if Golden Valley did an online survey as part of its Envision Golden Valley. Committee Chair Loomis said yes. Mr. Welch said it would be helpful for the Committee at its next meeting to look at Golden Valley's Envision survey. Committee Chair Loomis volunteered to look for that survey. Ms. Black volunteered to research survey formats. Ms. Clancy said that posing too many questions on a survey is overwhelming and it may be productive to just ask a couple of open-ended questions. The Committee discussed the need to find out via the survey where the respondents live, such as via an address, neighborhood, or City.

The Committee decided it needs to develop a communications plan before it designs and conducts a survey.

The Committee discussed the format of the kick-off meeting and suggested inviting the media. Ms. Clancy suggested having the communications staffs of the cities collaborate. She also suggested the Committee ask the City Councils or City Managers to identify their input groups. Mr. Welch said that he thinks that the Commission needs to be the entity that establishes the connection with the groups and it can utilize the information provided by the cities in order to do so. The Committee discussed the process of having cities identify the groups that might want to be involved in the small group meetings. The Committee recommended that an e-mail be sent from the Commission to Member-City Managers, Mayors, and Public Works Directors by the end of November requesting the information. The Committee suggested that there could be one small group meeting per city to gather information from that city, instead of having separate meetings for separate city groups, but there could be additional small group meetings to gather input from other public interest groups such as voter leagues or rotary clubs.

The Committee talked about utilizing the communication outlets of the watershed's neighborhood associations. Mr. Welch suggested contracting with a writer to produce an article about the kick-off. He volunteered to develop an outline and follow up with this. Ms. Black said that the Committee would probably want to review the article in January.

Ms. Chandler summarized that the Committee is suggesting it hold a kick-off meeting and then hold smaller meetings to gather information.

The Committee discussed the issue TP40.

The Committee decided that it will ask the Commission members who would be interested in being a volunteer facilitator. Ms. Black summarized that the Committee is suggesting a holding a kick-off meeting in February or March, gathering the majority of the input in the 90 days following the kick off meeting, holding a meeting in May to report the results, and bringing results to the Commission in June. Ms. Chandler said that the Committee also discussed having the article and survey go out in January or February. Ms. Goddard asked when the Committee plans to send out its request for volunteer facilitators. Committee Chair Loomis said the Committee should send out the request as soon as it can. She suggested finding out the cities' newsletters deadlines. Ms. Chandler asked if the Committee was planning for both the article and the volunteer request to go out in the cities' newsletter. The Committee indicated yes. The Committee noted that the volunteer facilitators for the small group meetings would need to be trained in February and prior to the kick-off meeting.

The Committee said that it would invite the small input groups to meetings via e-mail or letter. The Committee decided that it can invite groups to provide input at the public kick off meeting, or through the small group meeting, or via the survey. Ms. Black suggested that the letters to the small groups go out in February.

Committee Chair Loomis said that a letter needs to go out to the cities as stakeholders and communicate why the Commission is going through this process.

Schedule Next Committee Meetings

- Next meeting will be held November 19, 2012, at 4:30 p.m.
- No December meeting
- Following meeting will be January 7, 2013, at 4:30 p.m.

Next Steps – identified at this meeting

- Update gaps analysis with issues identified at this meeting and issues submitted BCWMC members;
- Review gaps analysis;
- Find Envision Golden Valley's online survey/ results;
- Discuss at November 19th Committee meeting the Envision Golden Valley's survey/ results;
- Contact writer to ask about contracting with Commission to create an article about the Planning process, public input process, and dates/ meetings – the article would need to be written, reviewed by the Committee, and published prior to the kick-off meeting;
- Investigate survey formats;
- Consider who has survey skills;
- Research and report on findings about Committee communication tools such as Drop Box and Web sites;
- Find out deadlines of cities' newsletters/ word and space requirements;
- Organize communication plan;
- Ask BCWMC members if they are interested in being volunteer facilitators;
- Ask cities to publish in their newsletters a request for volunteer facilitators; ask cities to publish in their newsletters the article about the Plan process;
- Post on BCWMC's Web site a request for volunteer facilitators; publish request in local newspapers;
- Ask cities (City Manager/ City Councils) to identify input groups;
- Collect contact information about neighborhood groups;
- Plan kick-off meeting;
- Send to cities a communication about the Plan Revision process; and,
- Finalize media list being compiled by Ted Hoshal.

Next Steps identified at September 24, 2012, meeting

- Review the gaps analysis when it is ready in November.
- Meet Monday, October 22nd at 4:30 p.m. and meetings will from now on be held at Golden Valley City Hall unless Ms. Clancy cannot attend. If she cannot attend then Brookview Golf Course will be the meeting location.
- Discuss public outreach component/ Conduct preliminary work identifying stakeholder groups and identifying what media channels to use.
- Figure out how many public meetings will be held and who will be involved, and when training will occur for the facilitators. *Ms. Clancy suggested identifying the different neighborhood communications channels.*
- Put together a scope of work. *Ms. Clancy asked if the Gantt Chart serves as a scope of work. Ms. Chandler said that the Committee hasn't ever really reviewed it or approved it or forwarded it to the Commission as a recommendation.*

- Prepare what the Committee will say/ recommend to the Commission at the next Commission meeting.
- Each Committee member jot down his or her ideas of what the revised plan needs to address.
- Consider creating subcommittees such as a public process subcommittee.
- Review the Gantt chart.

7Aii



Water Governance Stakeholder Forum

HENNEPIN COUNTY COMMISSIONER JEFF JOHNSON

A-2400 GOVERNMENT CENTER

MINNEAPOLIS, MINNESOTA 55487-0240

We expect metropolitan watershed organizations and cities to improve water quality at the same time that they act on traditional watershed concerns such as flood control. Is our current water management system sustainable, or are there opportunities to improve water management in Hennepin County?

Join Commissioner Jeff Johnson at this Water Governance Stakeholder Forum to identify issues that require further study and provide viewpoints regarding water governance in Hennepin County. A proposal drafted by Commissioner Johnson's office is ready for review and comment and is the starting point for discussion.

Who: Water Governance Stakeholders in Hennepin County District 7

When: Tuesday, December 4th at 8:00 am-10:00 am

Where: Hennepin County Public Works Facility - 1600 Prairie Drive, Medina

Resources:

[University Study](#)

[Johnson Proposal](#)

For questions, please contact: Danny Nadeau

Phone: (612) 348-7887 or danny.nadeau@co.hennepin.mn.us

7Aiii.

BOARD OF WATER and SOIL RESOURCES
FY2011 CWF Runoff Reduction
GRANT AGREEMENT AMENDMENT
Project C11-124

Grant Agreement Start Date:	<u>4/6/11</u>	Total Grant Amount:	<u>\$ 75,000</u>
Original Grant Agreement			
Expiration Date:	<u>12/31/2012</u>	Original Contract:	<u>\$ 75,000</u>
Current Grant Agreement			
Expiration Date:	<u>12/31/2012</u>	Previous Amendment(s) Total:	<u>\$ 0</u>
Requested Grant Agreement			
Expiration Date:	<u>12/31/2013</u>	This Amendment:	<u>\$ 0</u>

This amendment is by and between the State of Minnesota, through its Board of Water and Soil Resources, and the BASSETT CREEK WATERSHED MANAGEMENT COMMISSION, 6920 Hillcrest Lane, Edina, MN 55435.

Recitals

1. The State has a Grant Agreement with the Grantee identified as the (FY 2011) Competitive Grants Program Grant, PO #17933.
2. The WMO requests an extension due to project delays caused by unanticipated delays in the project bidding process.
3. The State and Bassett Creek Watershed Management Commission are willing to amend the Original Contract as stated below.

Contract Amendment

REVISION 1. "1 Term of Grant Agreement" is amended as follows:

1.2 Expiration date: December 31, ~~2012~~ 2013, or until all obligations have been satisfactorily fulfilled, whichever comes first.

REVISION 2. "2 Grantee's duties" is amended as follows:

2.2 Reporting.

2.2.3 The Grantee will submit a final progress report to the Board by February 1 of ~~2013~~ 2014.

Except as amended herein, the terms and conditions of the Original Grant Agreement remain in full force and effect.

APPROVED:

Bassett Creek Watershed Management Commission

Board of Water and Soil Resources

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

H:GAA



PERMIT REQUIREMENTS TO CHANGE RUNOUT ELEVATIONS

The following steps are not all-inclusive but do list *essential* permit application requirements, under Minnesota Statutes 103G, for changing the runout elevation of a dam.

Permit Application. A permit application must be signed by a majority of riparian owners requesting a permanent change in runout elevation.

Flowage Easements. Purchase or donation of flowage easements and consent from *all* owners of riparian land abutting the lake, as well as any connected waters that would also be affected, are required.

Environmental Assessment. An environmental assessment must be prepared that documents impacts on wetland habitat, fish spawning areas, waterfowl and songbird nesting areas, as well as strategies to address shore erosion due to wave action and winter ice push.

Engineering. Engineering plans must be prepared that show the proposed physical changes to the dam.

Hydrology/Hydraulics. A hydrologic/hydraulic analysis must identify anticipated changes in lake levels and stream flows.

Surveys. Surveys must be prepared that show all shoreland and existing development that would be affected by the proposed change. These surveys must identify compliance with shoreland ordinance standards for both the existing and proposed runout in terms of lot size, structure and sewer system setback, and structure and sewer system elevations above the highest proposed water elevation.

Outlet Dam Maintenance

DNR Waters owns and maintains more than 300 lake outlet dams in Minnesota. The primary goals for dam maintenance are to protect existing shoreland owners' rights and downstream owners' rights to water available within natural precipitation variations.

Maintenance involves ensuring that each dam is safe and functional, operates at the authorized runout elevation, and provides free-flowing conditions. Inspections of dams are conducted to ensure that the stop logs are at the authorized setting, to repair or replace damaged or worn equipment, and to remove obstructions as necessary.

Historical Operation of Outlet Dams

Most lake outlet dams, which were built in the 1930s to conserve water, *generally* feature several 5-foot-wide openings, called bays, with provisions to add and remove wooden stop logs. The runout level of a dam depended on the number of stop logs placed in each bay. Stop logs were managed by local observer/operators at each lake for 10-12 years after the dams were built. When precipitation suddenly (and unpredictably) returned to normal and above normal, flooding occurred around many lakes resulting in claims for damages by lakeshore property owners. It became apparent that stop log operation by local observers could not maintain uniform lake levels.

Thereafter, department engineers inspected each dam, examined the shore of the affected lake, and analyzed all water level records and other available information about each lake. A decision was then made to set an authorized stop log level for each dam. The goal was to set the stop logs at an elevation that would retain as much water as possible yet eliminate complaints of high water and the associated claims of damage from flooding. The authorized stop log setting is maintained by DNR Waters as the legal runout elevation.



Outlet dam.

Lake Outlet Dams



DNR maintenance specialist replacing wooden stop logs with steel channels at the Island Lake outlet dam in Crow Wing County (photograph by Ron and Judy Rolfe).

Changing a Runout Elevation

It is the goal of DNR Waters to maintain existing flows and water level conditions at lakes with outlet dams to the maximum feasible extent. However, shoreland owners on a lake may have varied and differing opinions about “desirable” lake water levels. Proposals to change water levels are difficult to accomplish due to legal, environmental, and financial realities (see details in sidebar on page 1).

Potentially serious consequences may result from changing a runout elevation, such as navigation problems, shore erosion, water quality degradation, ice damage, and flooding. Changing a runout to solve a problem may create new problems that are unacceptable to other owners or to future owners. Regardless of the runout elevation of a lake, water levels will fluctuate because of variations in precipitation, which cannot be controlled.

Legal Considerations

Unauthorized tampering with set runouts is an ongoing problem at dams in Minnesota. According to Minnesota

Statutes Chapter 103G, it is unlawful to change the runout elevation of a dam without prior permit authorization from the DNR. Persons found to be responsible for unauthorized changes to a dam are subject to criminal enforcement action. Along with the criminal action is the potential of lawsuits brought by aggrieved shoreland owners for flooding, lack of access, or downstream damages due to flow changes resulting from the illegal tampering.

The state cannot legally alter a stop log elevation in response to individual requests because of high or low water level conditions. To raise a runout would cause water to cover land it did not previously cover, which may be a “taking” of land without compensation. It is unconstitutional for government to take private property without due process. DNR Waters’ position and legal obligation is to maintain the authorized stop log setting and allow water levels to fluctuate in response to precipitation that falls within a lake’s watershed.

A formal permit process exists for those shoreland owners who may wish to pursue a permanent change in runout elevation (see sidebar, page 1). It must be clearly understood that no permit decision by the DNR is required until complete information is provided by the applicant(s). Costs associated with design, engineering, flowage easements, and structural improvements are the responsibility of the applicant(s), or a local governmental unit acting on behalf of the applicant(s).

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DNR Contact Information



DNR Waters website lists Area Hydrologists:
www.dnr.state.mn.us/waters

DNR Waters in St. Paul:
500 Lafayette Road
St. Paul, MN 55155-4032
(651) 296-4800

DNR Information Center

Twin Cities: (651) 296-6157
Minnesota toll free: 1-888-646-6367
Telecommunication device for the deaf (TDD): (651) 296-5484
TDD toll free: 1-800-657-3929

This information is available in an alternative format on request. Equal opportunity to participate in and benefit from programs of the Minnesota Department of Natural Resources is available regardless of race, color, national origin, sex, sexual orientation, marital status, status with regard to public assistance, age, or disability. Discrimination inquiries should be sent to Minnesota DNR, 500 Lafayette Road, St. Paul, MN 55155-4031; or the Equal Opportunity Office, Department of the Interior, Washington, DC 20240.

Ted Hoshal
236 Peninsula Road • Medicine Lake, Minnesota 55441 • 763-541-1140

November 5, 2012

Mr. Bruce Larson
263 1/2 Peninsula Road
Medicine Lake, MN 55441

Dear Bruce:

Thank you for attending the Bassett Creek Watershed Management Commission (BCWMC) meeting of October 18, 2012. I appreciate very much you taking the time to present, on behalf of AMLAC and members of the Medicine Lake City Council, an idea for maintaining higher water levels on Medicine Lake during the late season from mid-August to mid-September.

While I cannot speak on behalf of members of the Commission, you probably better understand now after the meeting why there is a great deal of hesitation on the part of Commissioners, Technical Advisory Committee (TAC) members, the Commission's consulting engineers and legal staff to advance a plan that would in effect cause a change in the flood risk dynamic affecting shoreland areas around the lake. In essence, any change to the design of the dam or modification that restricts flow, like adding sand bags temporarily to the dam weir to slow the recession of higher lake waters (as your plan had suggested), will alter the flood zone profile around Medicine Lake and perhaps down stream along Bassett Creek.

The BCWMC's long term charge has been to reduce and to mitigate potential flood risks where and to what extent possible. At first glance, it may seem like the addition of a few sand bags over as little as a month's time is a marginal, perhaps even imperceptible, change to that risk. Unfortunately, that small surface change comes with an undercurrent of great expense, requiring watershed hydraulic and hydrologic modeling, flood plain mapping and revisions, possible structural capital improvement projects (eg. flood proofing homes, expanded water retention area compensation offsets, etc.), to name a few. Add to that the stakeholder approvals and support required and you can quickly see how even a small change may snowball into a really big effort.

At the meeting, I mentioned that I had contacted but was awaiting a response from Kate Drewry, the MnDNR Area Hydrologist serving northern Hennepin County. I asked Ms. Drewry to provide some guidance on a process for a group interested in making a lake level change. Ms. Drewry has since replied with two emails regarding the process you might follow if you would like to advance your plan. Her reply includes an information sheet (attached) for lake dam modifications. Ms. Drewry makes clear that any change in structure or flow modification of a lake outlet dam would have to come with approval by the MnDNR.

One part of the approval process is very difficult. The MnDNR will require 100% of a lake's riparian (shoreland) property owners to sign approval of a proposed change. I believe this a very large hurdle for any lake association, city, citizen or citizen's group to navigate. But I do think, before the Commission elects to enjoin your efforts, that you or members of AMLAC really need to show some evidence that you have lake shore owners' unanimous support for making a change. That's a big hurdle at this point.

I also mentioned at the meeting that I, like you, had taken a photo of the dam at Bassett Creek the morning of the meeting. I went one step further and also took a picture of the dam at Sweeney Lake in Golden Valley (see attached). That lake continues to shed water over its dam at this time while Medicine Lake's outlet is high and dry. I said before the Commission that perhaps the Commission needs to better understand why one spring fed lake is continuing to receive sufficient ground water recharge to expell water while another only a few miles away does not when both are experiencing the same persistant drought-like conditions.

There may be an underlying cause why Medicine Lake is experiencing less than optimal lake levels, despite the recurring drought periods we have had over many recent summers. The answer may lie in our growing regional thirst for ground waters. That is only a guess on my part, given what we have learned recently at White Bear Lake. The residents of our watershed—and more importantly, lake users—would benefit by shining a light on this dynamic to learn how it may play a part in future ground water use and conservation efforts throughout our watershed. It would certainly help if AMLAC or others could bring evidence to the table supporting the need for such a study.

Please review the attached emails and other information I have included for you here. If there is anything else I can provide for you, please let me know. I will share this letter, including the information I received from Ms. Drewry, with the Commission so that they may make some direction on how they wish to respond further to your request.

Thank you again for your efforts on behalf of the interested citizens of Medicine Lake!

Sincerely,



Ted Hoshal
MEDICINE LAKE COMMISSIONER, BCWMC

Enclosures

cc Ginny Black, Chairperson, BCWMC
Kate Drewry, MnDNR Area Hydrologist
Julie Rumsey, AMLAC
Medicine Lake City Council



Low waters on Medicine Lake, 244 Peninsula Road, City of Medicine Lake, October 12, 2012. Note water level was as high as the bottom of this dock (foreground) in early June.



Bassett Creek Dam, October 18, 2012, Note waters have receded again to lakeshore line. No waters present above or below dam.



Sweeney Lake Dam, Golden Valley, October 18, 2012. Note waters are continuing to flow over outlet structure. Normal water levels present in lake.

Memorandum

1800 Pioneer Creek Center, Maple Plain, MN 55359
Phone: 763-479-4200 Fax: 763-479-4242

Information Only



To: Shingle Creek/West Mississippi WMO Commissioners
Elm Creek WMO Commissioners
Pioneer-Sarah Creek Commissioners
Bassett Creek Commissioners

From: Diane Spector
Judie Anderson

Date: October 9, 2012

Subject: WMWA Update

The West Metro Water Alliance (WMWA) met on Tuesday, October 9, 2012 and discussed several items of interest to the Commissioners.

E-Newsletter *WaterLinks*

The group is working with Hennepin County to develop and regularly publish a county-wide e-newsletter focused on water information. The target is to have this newsletter up and running in January 2013. The audience is the general public, and it is expected the newsletter will be sent out monthly. Hennepin County communications staff will compile the newsletters from submittals from watershed organizations and cities and will operate the listserv. The initial mailing list will include the several hundred email addresses compiled for last year's workshop e-blasts. The subcommittee working on the newsletter will also develop news releases with information on how to sign up for the e-newsletter to go to all the cities in the county for posting on their websites and to the local newspapers.

The subcommittee is working on developing a publishing schedule and identifying seasonal topics to supplement the more timely material that will be included in the newsletter. It is anticipated that many of the links in the newsletter will be to existing resources already developed by agencies such as the DNR, Extension, cities and watersheds. Some new material may need to be written, and the "timely" material such as news and announcements will need to be written or edited from submittals. The subcommittee will develop guidance for submittals, and make assignments or ask for volunteers to write content for the newsletter and the websites, both the Hennepin County-hosted WMWA website and the individual WMO websites.

The subcommittee has tentatively divided the e-newsletter into subsections: News, Project Updates, Events, Funding Available, and Take Action. The WMWA will meet again on November 13 to discuss the refined timeline and story ideas the subcommittee will be developing over the next month.

Green Yard Demonstration Project

The group discussed its signature project for 2013 – promoting Green Yards. The concept is to educate property owners on thinking about property maintenance and management in a holistic fashion. Rather

than just promoting, for example, rain gardens, the focus will be on stormwater management, proper use of chemicals such as fertilizers and pesticides, generating less waste, using less energy and less water, and in general reducing your property's environmental impact.

While this is in the early stages of discussion, some models the subcommittee will be looking at are Prior Lake's Lake Friendly program and the Friends of Diamond Lake's Go Blue Community Makeover Project. The Lake Friendly program was a low-cost program where Watershed District staff visited homes and completed a property audit with the homeowner. The homeowner was then provided with a list of things they could do to reduce their impact on the District's lakes. The Go Blue was a large project in the 690-acre Diamond Lake subwatershed funded by a sizable Clean Water Fund grant that provided cost sharing to property owners to install rain gardens, permeable driveways, rain barrels, and capture and reuse systems. That project was also supported by the Minnehaha Creek Watershed District and managed by a very active Friends of Diamond Lake association.

The Green Yard concept is somewhere between the two. Obviously, this project would have a much smaller budget. However, as a demonstration project the thought is to invite a few well-organized groups such as neighborhood or lake associations willing to put in the time and energy to serve as "guinea pigs," and work together with Metro Blooms and Hennepin County to "blitz" neighborhoods, evaluate participating properties, and cost-share in certain improvements that will reduce runoff and reduce pollutant loading to an impaired water. The subcommittee will bring more developed ideas to WMWA on November 13.

Educator

A subcommittee has contacted some people with science education backgrounds who may be willing to take on an as-necessary contract for an educator to be shared between the watersheds. The subcommittee will be interviewing the potential candidates. At the start their responsibility will be to attend civic events and festivals to be sure the watersheds are represented. There may be a role in providing education and outreach to lake associations, other civic organizations, youth groups, etc. The educator will also identify other outreach opportunities and assist in developing the position's job description. The WMWA has set aside a very small budget in 2013 for this educator (\$4,000), so part of the job will also be determining what it would cost to have this service and what funding sources are available to supplement WMWA funding.

Budget/Membership

The Pioneer-Sarah Creek WMC chose not to budget for WMWA activities in 2013, although they may choose to participate in future activities on a case-by-case basis. Therefore, WMWA's 2013 budget was revised from \$15,000 to \$12,000 for operations and from \$15,000 to \$12,000 for implementation projects to reflect the loss of that partner.

Recommended Commission Action

Review and discuss, and make any recommendations to WMWA and the subcommittees working on the E-newsletter and Green Yard projects.

Monthly Meeting

Meetings are held at 11:30 am, every third Thursday of the month (except the November meeting is on Wednesday, Nov. 14 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

Crystal – 2015

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Golden Valley – 2015

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Medicine Lake – 2015

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Minneapolis – 2013

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Minnetonka – 2013

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New Hope – 2013

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Chris Long, Bonestroo
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Plymouth – 2014

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Bassett Creek Water Management Commission – November 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.robbinsdale.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, Envi. 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 Vimig, * Financial Director, 7800 Golden Valley Road, Golden Valley 55427; 763-593-8010 (Fax: 763-593-3969). E-mail: SVimig@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		Minnetonka	
Tom Mathisen, City Engineer		Lee Gustafson, Director of Engineering	952-939-8239
Anne Norris, City Manager		John Gunyou, City Manager	
Chrissy Serres, City Clerk (chrissy.serres@ci.crystal.mn.us)		David Maeda, City Clerk (dmaeda@eminnetonka.com)	
4141 North Douglas Drive	763-531-1000 (general)	14600 Minnetonka Blvd	952-939-8200 (general)
Crystal 55422	763-531-1188 (fax)	Minnetonka 55345	952-939-8244 (fax)
Golden Valley		New Hope	
Jeannine Clancy	763-593-8035	Guy Johnson, Director of Public Works	
Director of Public Works	763-593-3988 (engrg. fax)	5500 International Prkwy	763-592-6766
Tom Burt, City Manager **	763-593-8002	Kirk McDonald, City Mgr	763-531-5119
Jeff Oliver, City Engineer	763-593-8034	Valerie Leone, City Clerk (vleone@ci.new-hope.mn.us)	
Sue Vimig, City Clerk	763-593-8010	4401 Xylon Avenue North	763-531-5100 (general)
7800 Golden Valley Road	SVimig@goldenvalleymn.gov	New Hope 55428	763-531-5136 (fax)
Golden Valley 55427	763-593-8000 (general)		
Medicine Lake		Plymouth	
Mary Anne Young, Mayor		Doran Cote, Director of Public Works	
145 Peninsula Rd. 55441	763-544-3285	Laurie Ahrens, City Manager	
Nancy Pauly, City Clerk (nancy.pauly@gmail.com)		Sandra Engdahl, City Clerk (sengdahl@ci.plymouth.mn.us)	
10609 South Shore Drive		3400 Plymouth Boulevard	763-509-5000 (general)
Medicine Lake 55441	763-542-9701	Plymouth 55447	763-509-5060 (fax)
Minneapolis		Robbinsdale	
Steven Kotke, Director of Public Works and City Engineer		Marcia Glick, City Manager	
350 South 5 th Street, Room 203	612-673-2443	Richard McCoy, City Engineer	
Casey J. Carl, City Clerk	612-673-2216		
		Tom Marshall, City Clerk	763-531-1252
350 S 5 th St, Room 304	cityclerk@minneapolismn.gov	tmarshall@ci.robbinsdale.mn.us	
(All Minneapolis 55415)	612-673-3000 (general)	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)		

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"> Prepare letters re: deadline to receive applications for the Channel Maintenance Fund during next year's construction season October 22 – Plan Steering Cmtee mtg; 4:30 p.m., Golden Valley City Hall 	MEETING– WEDNESDAY, NOVEMBER 14 <ul style="list-style-type: none"> November 5 – Admin Cmtee meeting: 4:00 p.m., Golden Valley City Hall November 19 – Plan Steering Cmtee mtg; 4:30 p.m., Golden Valley City Hall 	MEETING – DECEMBER 20 <ul style="list-style-type: none"> December 6 – TAC meeting, 1:30 p.m. Prepare resolution to transfer 2012 funds from admin acct. to TMDL, Long-term maint., and channel erosion accounts.