



## Bassett Creek Watershed Management Commission

### A g e n d a

11:30 a.m., Thursday, February 17, 2011

Golden Valley City Hall – 7800 Golden Valley Road, Golden Valley 55427

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA AND CONSENT AGENDA** - Items marked with an asterisk ( \* ) will be acted on by one motion. There will be no discussion of the Consent Agenda items unless a commissioner requests.
3. **CITIZEN INPUT ON NON-AGENDA ITEMS**
4. **ADMINISTRATION**
  - A. **Presentation of January 20th meeting minutes \***
  - B. **Presentation of Financial Statements \***
  - C. **Presentation of Invoices for Payment Approval**
    - i. **Barr Engineering – Engineering Services through January 28, 2011**
    - ii. **Watershed Consulting, LLC – Geoff Nash Administrator Services through December 31, 2010**
    - iii. **Amy Herbert – December Administrative Services**
    - iv. **D'amico-ACE Catering – February 2011 Meeting Catering**
  - D. **Review BCWMC's CIP Closed Account Policy** (*see the BCWMC's Policy*)
  - E. **Discuss Participation in Metropolitan Council Environmental Service's 2011 CAMP Program**
  - F. **Organizational Meeting**
    - i. **Appointment of Chair**
    - ii. **Appointment of Vice Chair**
    - iii. **Appointment of Treasurer**
    - iv. **Appointment of Secretary**
    - v. **Appointment of Budget Committee**
  - G. **Discuss Potential 2011 BCWMC Watershed Tour** (*see 2009 BCWMC watershed tour itinerary*)
  - H. **Review the BCWMC's 2010 CIP Administrative Expenses and the correlation of those costs with the BCWMC's 2010 Reimbursement to its Administrative Fund**
  - I. **2011 Engineering Budget** (*see 2-10-11 Barr Engineering memo*)
5. **NEW BUSINESS**
  - A. **2011 Golden Valley Pavement Management Plan** (*see 2-10-11 Barr Engineering memo/ map*)
  - B. **Spring Snowmelt Runoff** (*see 2-9-11 Barr Engineering memo*)
6. **OLD BUSINESS**
  - A. **Administrative Services Committee Recommendations for Legal and Engineering and Technical Services** (*see 2-7-11 memo by Administrator Nash*)
  - B. **TAC Recommendations** (*see 2-10-11 TAC memo*)
    - i. **CIP Project Modifications**
    - ii. **TAC-BCWMC Liaisons for March 3<sup>rd</sup>, April 7<sup>th</sup>, and May 5<sup>th</sup> TAC Meetings**
  - C. **Discuss and Order Cooperative Agreements for Wirth Lake Improvements Project, Sweeney Lake Outlet Project, and Main Stem Channel Restoration Project**
  - D. **Discuss and Order Feasibility Reports for the following projects:**
    - i. **Wirth Lake Improvements Project;**
    - ii. **Main Stem Channel Restoration Project; and,**
    - iii. **Schaper Park Project**
  - E. **BCWMC's CIP** (*see 2-10-11 and 2-9-11 Barr Engineering memos*)
    - i. **Watershed Management Plan Amendment Recommendations and Timeline**
    - ii. **Funding the Proposed 2012 CIP Projects**
  - F. **Work Plan for Wirth Lake Outlet Modification CWL Grant Project**
  - G. **Lost Lake Vegetative Management Plan**
  - H. **Education Committee**

(Continued)

**7. COMMUNICATIONS**

**A. Chair**

**B. Administrator** (*see FY2011 BWSR Grant Contract*)

**C. Commissioners**

**D. Committees**

**E. Counsel**

**F. Engineer**

**8. INFORMATION ONLY**

**9. ADJOURNMENT**

# Bassett Creek Watershed Management Commission

## Minutes of the Meeting of January 20, 2011

### 1. Call to Order

The Bassett Creek Watershed Management Commission (BCWMC) was called to order at 11:35 a.m., on Thursday, January 20, 2011, at Golden Valley City Hall by Chair Loomis. Ms. Herbert conducted roll call.

#### Roll Call

<i>Crystal</i>	Commissioner Pauline Langsdorf, Secretary	<i>Administrator</i>	Geoff Nash
<i>Golden Valley</i>	Commissioner Linda Loomis, Chair	<i>Counsel</i>	Charlie LeFevere
<i>Medicine Lake</i>	Commissioner Ted Hoshal	<i>Engineer</i>	Len Kremer
<i>Minneapolis</i>	Alternate Commissioner Lisa Goddard	<i>Recorder</i>	Amy Herbert
<i>Minnetonka</i>	Commissioner Bonnie Harper-Lore		
<i>New Hope</i>	Alternate Commissioner Al Sarvi		
<i>Plymouth</i>	Commissioner Ginny Black, Vice Chair		
<i>Robbinsdale</i>	<i>Absent</i>		
<i>St. Louis Park</i>	Commissioner Jim deLambert		

*Note: Commissioner Sicora of Robbinsdale and Commissioner Welch of Minneapolis arrived after roll call*

#### Also present:

Derek Asche, BCWMC Technical Advisory Committee, City of Plymouth  
Bill Bleckwenn, McGhie & Betts Environmental Services, Inc.  
Pat Byrne, BCWMC Technical Advisory Committee, City of Minneapolis  
Lois Eberhart, BCWMC Technical Advisory Committee, City of Minneapolis  
Jack Frost, Metropolitan Council Environmental Services  
Lisa Goddard, Alternate Commissioner, City of Minneapolis  
Lee Gustafson, BCWMC Technical Advisory Committee, City of Minnetonka  
Dave Hanson, Alternate Commissioner, City of Golden Valley  
Justin Klabo, SEH, Inc.  
Tom Mathisen, BCWMC Technical Advisory Committee, City of Crystal  
Jeff Oliver, BCWMC Technical Advisory Committee, City of Golden Valley  
John O'Toole, Alternate Commissioner, City of Medicine Lake  
Justin Riss, Alternate Commissioner, City of St. Louis Park  
Wayne Sicora, Alternate Commissioner, City of Robbinsdale  
Liz Stout, BCWMC Technical Advisory Committee, City of Minnetonka  
Liz Thornton, Alternate Commissioner, City of Plymouth  
Larry Wacker, SWB, Inc.

### 2. Approval of Agenda and Consent Agenda

Chair Loomis removed the financial report from the Consent Agenda and added an invoice to Agenda Item 4C – presentation of Invoices for Payment Approval. She said the invoice being added was an invoice from Kennedy & Graven for its December services. Commissioner Black moved to approve the Agenda and the Consent Agenda as amended. Alternate Commissioner Goddard seconded the motion. The motion carried unanimously with eight votes in favor [City of Robbinsdale absent from vote].

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

No citizen input on non-agenda items.

## 4. Administration

- A. Presentation of the December 16, 2010, BCWMC meeting minutes. The December 16, 2010, meeting minutes were approved under the Consent Agenda.
- B. Presentation of the Financial Statement. Chair Loomis requested that the Commission delay its discussion of the financial report until after the Commission's Treasurer, Commissioner Welch, arrived for the meeting. The Commission agreed.

The general and construction account balances reported in the January 2011 Financial Report are as follows:

Checking Account Balance	471,134.90
<b><i>TOTAL GENERAL FUND BALANCE</i></b>	<b>458,429.92</b>
Construction Account Cash Balance	3,186,922.07
Investment due 5/13/2015	508,918.39
<b><i>TOTAL CONSTRUCTION ACCOUNT BALANCE</i></b>	<b>3,695,840.46</b>
<b><i>-Less: Reserved for CIP projects</i></b>	<b>3,815,469.11</b>
<b><i>Construction cash/ investments available for projects</i></b>	<b>(119,628.65)</b>

### C. Presentation of Invoices for Payment Approval.

#### Invoices:

- i. Kennedy & Graven – Legal Services through November 30, 2010 - invoice for the amount of \$1,189.20.
- ii. Barr Engineering Company – Engineering Services through December 31, 2010 - invoice for the amount of \$40,367.08.
- iii. Watershed Consulting, LLC – Geoff Nash Administrator Services through December 31, 2010 – invoice for the amount of \$3,000.00.
- iv. Amy Herbert – December Recording Administrator Services - invoice for the amount of \$3,921.27.
- v. D'amico Catering – January Meeting Catering - invoice for the amount of \$448.41.
- vi. Metropolitan Council Environmental Services – 2010 CAMP Participation - invoice for the amount of \$4,150.00.
- vii. JASS – BCWMC Portion of WMWA Administrative Costs for 2010 – invoice for the amount of \$2,018.56.
- viii. Minneapolis Park and Recreation Board – 2010 WOMP Costs – invoice for the amount of \$1,931.00.
- ix. Hennepin County Environmental Services – 2010 River Watch – invoice for the amount of \$2,000.
- x. Rice Creek Watershed – 2010 Blue Thumb Membership – invoice for the amount of \$1,000.

- xi. Prairie Moon Nursery – Education and Outreach – Native Seed Packets - \$269.33.
- xii. JASS - Education and Outreach – Printed Labels for Seed Packets – invoice for the amount of \$22.50.
- xiii. State Register – Public Communications – Request for Letters of Interest – invoice for the amount of \$69.40.
- xiv. CNA Surety – Annual Bond/ Policy – invoice for the amount of \$100.
- xv. City of Golden Valley – 2010 Financial Services Fee – invoice for the amount of \$3,000.
- xvi. Kennedy & Graven – Legal Services through December 31, 2010 – invoice for the amount of \$908.29.

Commissioner Black moved to approve payment of all 16 invoices. Alternate Commissioner Goddard seconded the motion. By call of roll the motion carried unanimously with eight votes in favor [City of Robbinsdale absent from vote].

- D. Resolution 11-01 to Appoint the BCWMC's Official Depositories. Chair Loomis stated that Resolution 11-01 appoints the BCWMC's Official Depositories as RBC Dain Rauscher, Wells Fargo, and the 4M Fund. Commissioner deLambert moved approval of Resolution 11-01. Commissioner Black seconded the motion. The motion carried unanimously with eight votes in favor [City of Robbinsdale absent from vote].
- E. Resolution 11-02 to Reimburse the BCWMC 2.5% of the 2010 tax levy for the BCWMC's 2010 administrative expenses associated with CIP projects and to approve transfer of the funds from the CIP Account to the Administrative Account. Commissioner Black asked if staff tracks how closely this reimbursement correlates to the actual CIP project administrative expenses. Chair Loomis said that she would need to check with Deputy Treasurer Sue Virnig. Commissioner Black requested that the Commission discuss at a future meeting the actual amount that the BCWMC spent on CIP administrative expenses in fiscal year 2010 and how it correlates with the 2.5% reimbursement of tax levy funds. Chair Loomis directed Administrator Nash to work with Sue Virnig to determine the amount and to bring it to the Commission at a future meeting. Commissioner Black moved to approve Resolution 11-02. Alternate Commissioner Goddard seconded the motion. The motion carried unanimously with eight votes in favor [City of Robbinsdale absent from vote].

[Commissioner Sicora arrives]

- F. 2011 Blue Thumb Partners' Agreement. Commissioner Langsdorf provided a summary of the Blue Thumb program. Commissioner Black moved to approve the Commission's participation in the 2011 Blue Thumb program, to fund the Commission's participation at the level budgeted for in the Commission's 2011 budget, to accept and sign the Partner's Agreement, and for the Education Committee to discuss the agreement further and to bring any concerns back to the Commission at a future meeting. Alternate Commissioner Goddard seconded the motion. The motion carried unanimously with nine votes in favor.
- G. Approval of Contract with MMKR – Certified Public Accountants – for Annual Audit. Commissioner Black commented that the proposed cost seemed high and she asked if the Commission has gone out for bids to see if the Commission could get better prices. Chair Loomis said that the Commission has not gone out for bids. She added that MMKR is the firm that conducts the audit for the City of Golden Valley and so the bid is a combined bid for the audit of the Commission and the audit of the

City of Golden Valley, which makes the price cheaper. Commissioner Goddard asked if the Commission is happy with MMKR's performance. Chair Loomis said that the City of Golden Valley is happy with MMKR's services. Commissioner Black moved for the Commission to accept the contract with MMKR for the audit. Commissioner Harper-Lore seconded the motion. The motion carried unanimously with nine votes in favor.

- H. Education & Outreach Committee: Request to Participate in 2011 WMWA Costs for Seminars and Consideration of WMWA invoice for 2011 seminars. Discussion of this item was delayed to later in the agenda after Commissioner Welch arrived.

## 5. New Business

- A. Letters of Interest for Legal and Engineering and Technical Services. Commissioner Black moved to direct the BCWMC's Administrative Services Committee to review the nine proposals with input from the Technical Advisory Committee on the technical aspects of the proposals. Alternate Commissioner Goddard seconded the motion. The motion carried unanimously with nine votes in favor.
- B. Wirth Lake 2010 Improvements. Mr. Kremer stated that there were several people in attendance from the Minneapolis Park and Recreation Board's consultant team for the project. Larry Wacker of SWB, Inc., the project manager, introduced himself as did Mr. Bill Bleckwenn, wetland consultant from McGhie and Betts Environmental Services, Inc., and Mr. Justin Klabo of SEH's Water Resources Division. Mr. Kremer described the improvements that are being proposed by the Wirth Lake Site Improvement Master Plan. He explained that the proposed improvements to be constructed in 2011, as detailed in the January 12<sup>th</sup> Engineer's memo from Barr Engineering, include:

- Beach parking lot reconstruction
- Bituminous and concrete paths
- Boardwalks on helical piers
- Bituminous access drive and ADA parking at the existing pavilion
- Addition of sand within the Wirth Beach swim area
- Wetland replacement west of the existing beach parking lot
- Bio-retention basin for treatment of stormwater runoff upstream of the wetland; and,
- Wet pond for treatment of Highway 55 runoff.

He noted that other improvements would be constructed in 2012 and 2013. Mr. Kremer reported that the improvements proposed for construction in 2011 would result in an increase in impervious surface of 0.98 acres and the total proposed project construction would add 4.23 acres of impervious surface. He explained that a variety of BMPs (best management practices) are proposed to mitigate for the proposed increase in impervious surface. He said the proposed BMPs for the entire master plan include two bioretention basins, a wet pond, and pervious pavers and that one of the bioretention basins would be constructed in a subsequent phase.

Mr. Kremer said that there is a current total phosphorus load to the watershed in this site of 12.3 pounds and the increase in phosphorus load due to the construction of the entire project would raise that amount to 14.9 pounds. He stated that all of the proposed BMPs with this project would remove over 20 pounds of phosphorus, which is a significant increase over the required removal amount.

Mr. Kremer reminded the Commission that one of the ponds being proposed in this project was proposed to be constructed by the Commission about four years ago. He explained that although the project was approved by the Commission, the various parties involved couldn't work out a maintenance agreement and so the project was never constructed.

Mr. Kremer noted that the Commission Engineer included a number of conditions in the memo for the meeting packet about the Wirth Lake 2010 Improvements. He explained that subsequent to the creation of the memo the project team had met all of the conditions except the one regarding preparing a maintenance agreement with the City of Golden Valley for the wet pond, bioretention basin and pervious pavers. Mr. Kremer said that the Commission Engineer recommends approval of the project with the condition that a maintenance agreement be developed and the final plans are submitted to the Commission for final review.

Mr. Oliver added that the City of Golden Valley is drafting a maintenance agreement and will be meeting with the Minneapolis Park and Recreation Board to discuss it. Commissioner Harper-Lore asked about Mn/DOT's role. Mr. Kremer said that when the Commission was considering constructing the wet pond four or so years ago and had asked for Mn/DOT's participation Mn/DOT had offered a recommendation that the Commission apply to its grant program. He said that the Commission did apply but did not receive the grant. Mr. Kremer said that Mn/DOT's issue over maintenance is that Mn/DOT doesn't want to leave its property and the pond wasn't going to be constructed on its property. Mr. Oliver remarked that the cost to obtain permanent easements is too high.

Commissioner Black moved to approve the project on the condition of the development of a maintenance agreement. Commissioner Harper-Lore seconded the motion. Chair Loomis mentioned that in a phone call with Commission Engineer Jim Herbert he had mentioned a concern about a potential impact on the floodplain that should be reviewed by the City. Mr. Kremer replied that the Commission doesn't regulate the floodplain in the area of the phase I of the project but there is a chance that the parts of the project proposed to be constructed in 2012 and 2013 may require floodplain mitigation.

Mr. Kremer asked Mr. Bleckwenn if the design for those parts of the project is developed enough yet to determine potential impact on the floodplain. Mr. Bleckwenn responded that they are still looking at design options but that they would try to avoid a design that would require fill in the floodplain. Mr. Kremer remarked that the other condition the Commission Engineer recommends besides the development of a maintenance agreement is that the final plans be submitted to the Commission. Commissioner Black made a friendly amendment to her motion to add that the final project plans be submitted to the Commission. Commissioner Harper-Lore approved the friendly amendment. The motion carried unanimously with nine votes in favor.

## **6. Old Business**

### **A. TAC Recommendations**

#### **i. Capital Improvement Plan (CIP ) Project Modification Recommendations.**

Administrator Nash reported that the TAC reviewed the Commission's CIP table that was revised December 30, 2010, and reviewed the projects that the cities requested be added to the Commission's CIP. He summarized the four projects that the TAC recommends that the Commission add to its CIP for 2012 and the one project that the TAC recommends the Commission add for 2013. Administrator Nash stated that the estimated project costs for the four 2012 projects total \$835,000. He reported that the estimated cost for the 2013 project is \$196,000.

Administrator Nash described the recommended projects, including:

- 2012 - The Wirth Lake outlet structure with a project cost of \$250,000 minus the \$75,000 Clean Water Legacy Grant for the project by BWSR, for a total Commission cost of \$175,000.
- 2012 - The Main Stem Channel Restoration project with a project cost of \$600,000.

- 2012 - The Sweeney Lake outlet project in Golden Valley. The feasibility study would be conducted in 2012 at a cost of \$10,000 and the entire cost of the project would be approximately \$250,000.
- 2012 - The Schaper Pond project feasibility study at a cost of approximately \$50,000. The full scope or project cost estimate of the project have not been determined.
- 2013 – The Lakeview Pond project in Golden Valley, with a project cost of \$196,000.

Administrator Nash said that the TAC also recommended that the Commission develop and adopt a process for incorporating projects identified in the TMDL studies into the CIP.

He said that the TAC will continue this discussion at the February meeting. Administrator Nash said that Chair Loomis directed him to work with Barr Engineering to identify which of the proposed 2012 - 2013 CIP projects would most likely qualify for BWSR grants and to bring that information in front of the Commission. Mr. Gustafson mentioned that the TAC did not have time to discuss the CIP beyond 2013. He said that the TAC needs to discuss and reach an agreement about the definition of the trunk system to help the TAC make decisions about future CIP projects.

- ii. **Recommendation for BCWMC Representative on MPCA's Twin Cities Metropolitan Area Chloride Project.** Administrator Nash announced that the TAC nominated Derek Asche to be the Commission's representative to the MPCA's group and is asking for the Commission's approval of that nomination.
- iii. **Status of Hydrologic and Water Quality Monitoring from Barr.** Administrator Nash said that the TAC did not have time to discuss the two memos prepared for the TAC by Barr regarding cost estimates for hydrologic and water quality models and they will be discussed at the next TAC meeting.
- iv. Administrator Nash stated that the February 3<sup>rd</sup> TAC meeting will be rescheduled due to a conflict on that date for several TAC members. Chair Loomis added that the Commission needs a volunteer liaison for the TAC's February meeting. Commissioner Black said that she would like to attend if she can and to update her on the meeting date.

[Commissioner Welch arrived]

Commissioner Black moved to approve the four projects recommended by the TAC. Commissioner Harper-Lore seconded the motion. Commissioner Black amended her motion to approve the five projects recommended by the TAC. Commissioner Harper-Lore approved the friendly amendment. Commissioner Black asked for staff to comment or to prepare for a Commission discussion on the idea of using reserve construction funds for the two feasibility studies instead of levying for the costs of the studies. Mr. Kremer said that typically feasibility studies use construction funds that the Commission raises through the ad valorem tax request to the County. Commissioner Black asked staff to prepare information for a discussion of using reserve construction funds for the feasibility studies instead of being reimbursed for those costs and for staff to bring the information in front of the Commission the next time the projects are on the Commission's agenda. The motion carried unanimously with nine votes in favor.

[Commissioner Welch took over as Acting Commissioner for the City of Minneapolis]

Commissioner Black moved to approve Derek Asche as the BCWMC's representative to the MPCA's Twin Cities Metropolitan Area Chloride Project. Commissioner deLambert seconded the motion. The motion carried unanimously with nine votes in favor.



Commissioner Welch moved for staff to assess the need for a major or minor plan amendment and to initiate the processes for the five projects the Commission has added to its CIP.

Commissioner Black seconded the motion. Mr. Kremer requested the Commission's approval for the Commission Engineer to discuss with Counsel whether the Sweeney Lake Outlet structure project would require a plan amendment because it is a flood control maintenance project and could be paid for out of Long-Term Maintenance Fund. Mr. Kremer said that the TAC's intention regarding the recommendation to the Commission to move forward with the Sweeney Lake Outlet Structure project was to fund the project through the Long-Term Maintenance Fund.

Commissioner Welch said that staff will come back to the Commission next month with an analysis of what plan amendments will be needed. The motion carries unanimously with nine votes in favor.

#### **4. Administration (Continued)**

- B. Presentation of the Financial Statement.** Chair Loomis announced that the Commission had received information from the Commission Engineer regarding the status of the 2010 Engineering Budget. She said the Commission Engineer is requesting the Commission's approval to exceed the 2010 Engineering Budget so it can complete any necessary January work and prepare for the next TAC meeting. Mr. Kremer went through a list of items that were directed to the Commission Engineer that had not been anticipated at the time of setting the 2010 budget. The Commission discussed the status of the fiscal year 2010 budget. Chair Loomis mentioned that the Commission carries a fund balance with a year or a half year's worth of operating costs.

Commissioner Black commented that the Commission will want to discuss its practices on tracking its budget and perhaps it would be part of the policy manual discussion. Mr. Kremer stated that there may be some accounting details that need to be identified and worked out with Sue Virnig so that the Commission Engineer's work on CIP projects and the Twins Stadium project are charged and allocated correctly and are reflected correctly in the financial report.

Commissioner Sicora moved for the staff to adjust the financial report to properly reflect the Twins Stadium and CIP project work and for the Commission to just adjust the budget as needed to in order to accurately reflect the costs expended in fiscal year 2010. Commissioner Welch seconded the motion and added that he thinks the Administrator needs to coordinate things as efficiently as possible to be very clear about what the Commission needs to do and any possible effects on the 2011 budget. Commissioner Welch said that Barr Engineering had proposed to delay its billing for work conducted in January until February. Mr. Kremer said that the proposal may not be acceptable to the auditors and added that he thinks that if the Twins Stadium and the CIP project work is reviewed and allocated correctly in the financial report then the Engineering budget will come in very close to the budget set by the Commission.

Mr. LeFevere commented that the Commission's budget is a working document and that all of the line items will likely be either under or over the budget for those items. He said that the Commission often makes decisions about which budget line to take funds from and the Commission may not be making clear footnotes about those decisions. Mr. LeFevere commented that the Commission's budget philosophy lately has been to eliminate contingency budget lines and instead to use the reserve fund for unanticipated expenses. He said that if the Commission uses reserve funds then the Commission would have a decision to make on whether it would replenish the reserve fund.

Commissioner Sicora said that the exercise that the Commission should take is for it to do an adjustment at the end of the year so that it has an accurate picture of its fiscal year 2010

expenditures. Commissioner deLambert asked for the motion to be repeated. Ms. Herbert recapped the Commission's discussion and added that the Commission hasn't made a clear decision on how to amend Commissioner Sicora's motion. Commissioner Sicora withdrew his motion.

Commissioner Welch moved to authorize the Commission Engineer to complete the work that needs to be completed in the month of January and to delay any work that can be delayed until after January. Commissioner Black seconded the motion. The motion carried unanimously with nine votes in favor.

Commissioner Black moved to receive and file the financial report. Commissioner Welch seconded the motion. The motion carried unanimously with nine votes in favor.

[Commissioner Harper-Lore departed the meeting.]

- H. Education and Outreach Committee Request to Participate in 2011 West Metro Watershed Alliance Seminars. Commissioner Langsdorf remarked that in 2010 the Commission paid for both the 2009 and the 2010 costs for participating in River Watch, so the Commission paid \$2,000 more than it had budgeted for its Watershed Education Partnerships. Commissioner Langsdorf also noted that the Commission extended its contract with Meadowbrook Elementary for the education grant until May 2011 and it will be responsible for paying that grant out of the Commission's 2011 budget.

Commissioner Langsdorf summarized the seminars being proposed by the West Metro Watershed Alliance (WMWA). She stated that the BCWMC's portion of the costs to participate in the workshops would amount to approximately \$2,969.50. Commissioner Langsdorf explained that the \$2,969.50 cost was not included in the Commission's 2011 Education budget and that the Education Committee is requesting that the Commission decide whether it will participate in the seminars at the cost of \$2,969.50. She said that the Education Committee did not use all of the 2010 Education budget and that the Committee would like the Commission to use those leftover 2010 Education funds to fund the WMWA seminar costs. Chair Loomis said that the unused education budget from 2010 would go into the Commission's reserve and the WMWA costs could be paid from the reserve and the Commission wouldn't need to adjust the budget and instead would just authorize the Deputy Treasurer to pay it.

The Commission discussed the invoice submitted by WMWA for the seminars and whether the Commission would want to pay it now before the work on the seminars is done or if the Commission would want to be invoiced after the services have been rendered. Commissioner Langsdorf said what she needs is authorization by the Commission to pay for its portion of the costs of the seminars. Commissioner Welch said he thinks the Commission needs an amendment to its contract with WMWA. Commissioner Black responded that she didn't see that an amendment is necessary. She moved for the Commission to approve its commitment to the WMWA workshops in the amount of \$2,969.50 and to pay for the services as they are performed. Alternate Commissioner Sarvi seconded the motion. The motion carried unanimously with eight votes in favor [City of Minnetonka absent from vote].

Chair Loomis mentioned that she had been asked to bring an idea to the Commission for its consideration for its 2012 budget, which is the idea of using BCWMC Education funds to fund commissioner education.

## 6. Old Business (Continued)

### B. BCWMC Comments on Mn/DOT's Environmental Assessment/ EA Worksheet for its

Interstate 494 Expansion Project in Minnetonka, Plymouth, & Maple Grove. Mr. Kremer summarized the project and explained that it would result in an increase of 13.9 acres of impervious surface in the Bassett Creek Watershed. He explained that the Commission's policy for corridors of this type is pretty similar to what Mn/DOT is proposing. Mr. Kremer said that the Commission's policy says that the Commission realizes how difficult it is to integrate BMPs along transportation corridors because of the need for right-of-ways. He said that the Commission's policy states that the Commission will work with the entity proposing the corridor to address the water quality issues to the maximum extent possible.

Mr. Kremer reported that the draft Medicine Lake TMDL states that Mn/DOT's phosphorus reduction in the watershed will be 26 pounds out of the total reduction of 1,287 pounds. Mr. Kremer reminded the Commission that when it had asked Mn/DOT for participation in water quality measures Mn/DOT responded that it can only participate when it is building a highway. He recommended that the Commission send comments back to Mn/DOT asking that in light of the TMDL that Mn/DOT work to achieve as much of that 26 pounds reduction of phosphorus that it can as part of this corridor project.

Commissioner Sicora commented that he attended the public meeting on this project and that he was disappointed that the Mn/DOT water resources engineer wasn't there. He added that the information from Barr Engineering included in the packet is consistent with Shingle Creek Watershed' comments. He said Shingle Creek's comments on the EA/ EAW also include comments on chloride. Commissioner Welch asked for a clarification of the Commission Engineer's recommended comments.

Mr. Kremer said the Commission Engineer's recommendation is that the Commission's comments request that Mn/DOT work to achieve the 26 pound reduction of phosphorus in addition to no load from the 13.9 acres of increased impervious surface. Chair Loomis added that Commissioner Sicora requested that the Commission address chloride in its comments as well. Commissioner Black asked that the Commission's comments also address volume. She also said that it may make sense to coordinate comments with the cities of Plymouth and Minnetonka as well as with the other watersheds involved. Commissioner Welch said that he would like to see the comments beefed up on the topics of infiltration, run off, and volume and that for expediency sake he would like the Commission to cc the cities and the other watersheds involved.

Commissioner Welch moved to direct staff to draft a letter of comments to Mn/DOT as amended in this discussion and to add comments regarding volume control, additional phosphorus loading in the Medicine Lake subwatershed, and chloride, and to carbon copy the other watershed cities. Commissioner Black seconded the motion. The motion carried unanimously with eight votes in favor [City of Minnetonka absent from vote].

- C. **Wirth Lake Outlet Modification Clean Water Legacy Grant Update.** Administrator Nash reported that the Minnesota Board of Water and Soil Resources (BWSR) asked for a clean water story. He said that story was a summary of the Wirth Lake Outlet Structure project, which he submitted to BWSR along with photographs of the structure and that will be posted online. He said it is a public relations tool so that the public knows where its money is being spent. Administrator Nash said he will let the Commission know when the information is available online and where.

He said that the project's work plan is due on March 31<sup>st</sup> and that he is wondering who should write the plan. He said he would like to do it. Commissioner Welch moved to direct Administrator Nash to prepare the work plan for submittal to BWSR. Commissioner Black seconded the motion. The motion carried unanimously with eight votes in favor [City of Minnetonka absent from vote]. The Commission directed staff to put the draft work plan on the February meeting agenda for

Commission review. Administrator Nash reported that he anticipates exceeding his \$3,000 budget for his January work. The Commission did not object.

- D. Next Generation Planning Process.** Chair Loomis recommended postponing the discussion until the Commission's March or April meeting but added that if any commissioner has input he or she should forward that input on to Administrator Nash.
- E. Education Committee: BCWMC's Web Site.** Commissioner Langsdorf stated that the Education Committee made recommendations for updates to the BCWMC's education portion of the Web site and has passed them onto Ms. Herbert to make the changes online. Commissioner Langsdorf said that the Committee recommends that if the Commission wants changes beyond the Education Committee's recommendations then the Commission should set up a Web site Committee. Chair Loomis noted that committee members don't need to be Committee members and perhaps the Commission could request public participation in a Web site task force. Commissioner Welch commented that he thinks that the Web site serves his needs and asked about what shortcomings others may see about the Web site. Commissioner Hoshal said he could put together a memo about it for the February meeting.

## **7. Communications**

- A. Chair:**
  - i. Chair Loomis reported that Administrator Nash asked if the Commission should be e-mailed the TAC meeting agendas and she told him that it would be helpful for the entire Commission to receive the TAC agenda and meeting materials.
  - ii. Chair Loomis announced that next month's meeting is the organizational meeting and the Commission will select its officers. She asked Commissioners to consider whether they would be interested in volunteering for one of the officer roles.
- B. Administrator:**
  - i. Administrator Nash announced that BWSR wants a Clean Water Grant Fund logo displayed on all of its grant projects so that taxpayers know where their money is being spent. He said that the cities of Plymouth and Golden Valley have been provided with the logo.
  - ii. Administrator Nash reported that the BCWMC's policy manual will be reviewed at the Administrative Services Committee meeting immediately following this Commission meeting.
  - iii. Administrator Nash said he will straighten out the date for the February TAC meeting.
  - iv. Administrator Nash said that Alternate Commissioner Dave Hanson has co-authored or will co-author an article with David Austin of CH2MHill on Whole Lake Aeration in the periodical "Land and Reservoir Management".
  - v. Administrator Nash stated that he has provided the Commission with the full River Watch report and that the Bassett Creek sites received a "C" grade.
- C. Commissioners:**
  - i. Commissioner Welch reminded the Commission that it shouldn't copy e-mails across the Commission because of the Open Meeting Law.
  - ii. Commissioner Black discussed the Lost Lake Vegetative Management Plan and said that there are two places in the plan where the Commission may want to make comments. She said that

she would do a first draft of comments and will submit them to Barr Engineering for the Commission Engineer's review and additional comments. She requested that the item be added to the February meeting agenda. The Commission agreed with that direction.

- iii. Commissioner Black introduced Resolution 11-03, “A Resolution of Appreciation for the Services of Elizabeth Thornton to the Bassett Creek Watershed Management Commission.” Commissioner Black moved to adopt the motion. Commissioner Langsdorf seconded the motion. The motion carried unanimously with eight votes in favor [City of Minnetonka absent from vote].
- iv. Commissioner Sicora commented that he will forward to Ms. Herbert to e-mail out to the Commission two items: 1. The American Society of Civil Engineers draft Web publication directed to practitioners in the use of sustainability; and, 2. News on a new law signed by the President on January 4<sup>th</sup> requiring Federal facilities to pay local storm water management fees.

#### D. Committees:

**Education Committee:**

- i. Commissioner Langsdorf announced that the draft Education and Outreach Plan is nearing completion.
- ii. Commissioner Langsdorf reported that the seed packets have arrived.
- iii. Commissioner Langsdorf said that an article written by the Education Committee came out in the *Sun Sailor* Newspaper and that the Committee had approved Administrator Nash putting his name on it and sending it to the paper for publication.
- iv. Commissioner Langsdorf said that the next Education and Outreach Committee meeting is January 26th and the next WMAA meeting is the second Tuesday in February.

**E. Counsel: No Communications.**

- F. Engineer: Mr. Kremer reported that Hennepin County is considering asking the Legislature for Clean Water Legacy money for stream restoration and lake improvement. He commented that it might be worth the Commission's while to make a phone call to a County Commissioner in support of that legislative agenda item.**

## 8. Adjournment

**Commissioner Welch moved to adjourn the meeting at 2:25 p.m. Commissioner Black seconded the motion. The motion carried unanimously with eight votes in favor [City of Minnetonka absent from vote].**

**Linda Loomis, Chair** **Date**

**Amy Herbert, Recorder** **Date**

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Pauline Langsdorf, Secretary

Date

Bassett Creek Watershed Management Commission General Account  
General Fund (Administration) Financial Report  
Fiscal Year: February 1, 2010 through January 31, 2011  
MEETING DATE: February 17, 2011

48.

<b>BEGINNING BALANCE</b>	<b>12-Jan-11</b>	<b>467,257.11</b>
<b>ADD:</b>		
<b>General Fund Revenue:</b>		
Interest	5.67	
Reimbursed Construction Costs	10,815.00	
Transfer 2.5% of Tax Collection for Admin Expenses	23,375.00	
		<hr/>
	<b>Total Revenue and Transfers In</b>	<b>34,195.67</b>
<b>DEDUCT:</b>		
<b>Checks:</b>		
2318 Barr Engineering	Jan Engineering Services	19,176.71
2319 Amy Herbert	Jan Secretarial Services	4,466.41
2320 Watershed Consulting	Jan Administrator Services	3,795.40
		<hr/>
	<b>Total Checks</b>	<b>27,438.52</b>
<b>Outstanding from previous month:</b>		
2308 Henn Cty Dept of Envir Serv	River Watch	2,000.00
2309 JASS	WMWA Admin/Labels	2,041.06
2311 Mpls Park & Recr Board	2010 WOMP	1,931.00
2316 West Metro Water Alliance	Grant	2,969.50
		<hr/>
	<b>Total Expenses</b>	<b>27,438.52</b>
<b>ENDING BALANCE</b>	<b>31-Jan-11</b>	<b>474,014.26</b>

	2010/2011 BUDGET	CURRENT MONTH	YTD 2010/2011	BALANCE
<b><u>OTHER GENERAL FUND REVENUE</u></b>				
ASSESSMENTS	414,150	0.00	414,150.00	0.00
PERMIT REVENUE	55,000	0.00	22,000.00	33,000.00
REVENUE TOTAL	469,150	0.00	436,150.00	33,000.00
<b><u>EXPENDITURES</u></b>				
<b>ENGINEERING</b>				
ADMINISTRATION	110,000	3,883.75	119,832.46	(9,832.46)
PLAT REVIEW	60,000	7,299.50	53,127.50	6,872.50
COMMISSION MEETINGS	13,000	1,211.25	12,315.75	684.25
SURVEYS & STUDIES	20,000	(6,225.50)	17,899.00	2,101.00
WATER QUALITY/MONITORING	20,000	383.00	24,489.45	(4,489.45)
WATER QUANTITY	11,000	448.52	8,263.52	2,736.48
WATERSHED INSPECTIONS	8,000	332.00	10,842.00	(2,842.00)
ANNUAL FLOOD CONTROL INSPECTIONS	10,000	0.00	5,713.50	4,286.50
REVIEW MUNICIPAL PLANS	4,000	0.00	7,927.00	(3,927.00)
ENGINEERING TOTAL	256,000	7,332.52	260,410.18	(4,410.18)
<b>ADMINISTRATOR</b>	15,000	3,795.40	30,297.38	(15,297.38)
LEGAL COSTS	18,500	0.00	16,221.10	2,278.90
AUDIT, INSURANCE & BONDING	15,000	0.00	13,407.00	1,593.00
FINANCIAL MANAGEMENT	3,000	0.00	3,053.55	(53.55)
MEETING EXPENSES	5,000	0.00	4,610.00	390.00
SECRETARIAL SERVICES	45,000	4,751.60	42,578.42	2,421.58
PUBLICATIONS/ANNUAL REPORT	4,000	0.00	5,168.50	(1,168.50)
WEBSITE	4,500	114.00	1,030.75	3,469.25
PUBLIC COMMUNICATIONS	3,000	0.00	691.62	2,308.38
WOMP	10,000	630.00	6,817.50	3,182.50
DEMONSTRATION/EDUCATION GRANTS	5,000	0.00	3,149.50	1,850.50
EDUCATION AND PUBLIC OUTREACH	4,000	0.00	2,911.41	1,088.59
WATERSHED EDUCATION PARTNERSHIPS	15,000	0.00	16,150.00	(1,150.00)
EROSION/SEDIMENT (CHANNEL MAINT)	25,000	0.00	25,000.00	0.00
LONG TERM MAINTENANCE (moved to CF)	25,000	0.00	25,000.00	0.00
TMDL STUDIES (moved to CF)	10,000	0.00	10,000.00	0.00
GRAND TOTAL	463,000	16,623.52	466,496.91	(3,496.91)

**BCWMC Construction Account**  
**Fiscal Year: February 1, 2010 through January 31, 2011**  
**January 2011 Financial Report**

**Beginning Balance**                      **12-Jan-11**    **\$3,186,922.07**

**ADD:**

Interest	38.66	
Tax Revenue	3,147.58	
		<u>3,186.24</u>

**DEDUCT:**

Investment - Dain	512,059.83	
Transfer 2.5% of Tax request for Admin Exp	23,375.00	
Construction Costs	10,815.00	
		<u>546,249.83</u>

**Ending Balance:**                      **31-Jan-11**    **\$2,643,858.48**

**Investments**

Federal Home Loan Mtg Corp - Purchased 8/12/10 - Due 5/13/2015 - 0.45% (Current mkt value \$502,420)	508,918.39
Federal Home Loan Mtg Corp - Purchased 1/14/11 - Due 9/16/2015 - 0.5% (Current mkt value \$508,200)	512,059.83
<b>Total Investments</b>	<b>1,020,978.22</b>
Construction Account - Cash Balance (detailed above)	<u>2,643,858.48</u>

<b>Total: Construction Fund Cash/Investments</b>	<b>3,664,836.70</b>
Less: Reserved for CIP Projects	<u>3,804,654.11</u>
<b>Construction Cash/Investments Available for projects</b>	<b>(\$139,817.41)</b>

BCWMC Second Generation Projects	Budget	Current	YTD	Project Total	Balance
<b>Approved CIP Projects:</b>					
2006 Parkers Lake Water Quality Project	56,000	0.00	52,486.60	55,920.84	79.16
Twin Lake-expected completion 2006	140,000	0.00	0.00	5,724.35	134,275.65
Westwood Lake - will closed in 2010	312,000	0.00	0.00	225,864.90	86,135.10
<b>Proposed CIP Projects:</b>					
Lakeview Park Pond-expected completion 2007		0.00	0.00	637.50	(637.50)
West Medicine Lake Park Pond	1,100,000	0.00	721,929.52	744,633.58	355,366.42
Budget increase Resolution 08-07 (200,000)					
Northwood Lake East Pond	107,250	0.00	0.00	71,831.27	35,418.73
Twins Stadium	0	2,100.00	2,138.20	19,463.42	(19,463.42)
Ramada Pond (Crane Lake)	90,000	0.00	0.00	39.00	89,961.00
Plymouth Creek Restoration	550,000	0.00	8,134.45	36,472.65	513,527.35
Bassett Creek Feasibility Study	0	0.00	735.35	12,304.40	(12,304.40)
Plymouth Creek Feasibility	0	0.00	0.00	1,936.00	(1,936.00)
Crystal-Regent Avenue (2010 CR)	0	0.00	10,233.00	10,233.00	(10,233.00)
Wisc Ave/Duluth Street-Crystal (2011 CR)	580,200	0.00	34,803.97	34,803.97	545,396.03
North Branch (2011 CR-NB)	834,900	0.00	31,522.86	31,522.86	803,377.14
Plymouth Pond-07(NL-2)	0	0.00	602.00	602.00	(602.00)
Wirth Lake (WTH-1,2,3)	0	2,168.00	2,910.00	2,910.00	(2,910.00)
Sweeney Lake Ourlet (2012 FC-1)	0	4,450.00	4,450.00	4,450.00	(4,450.00)
MS Irving Ave to GV Road (2012 CR)	0	1,720.00	1,720.00	1,720.00	(1,720.00)
Resource Management Plan	0	0.00	1,533.00	57,094.21	(57,094.21)

<b>TMDL Projects</b>					
TMDL Studies	125,000	0.00	15,005.25	102,588.15	22,411.85
Sweeney Lake TMDL	119,000	377.00	25,920.00	206,932.36	(87,932.36)

<b>Annual Flood Control Projects:</b>					
Flood Control Emergency Maintenance	500,000	0.00	0.00	0.00	500,000.00
Flood Control Long-Term Maintenance	773,373	0.00	0.00	13,566.33	759,806.67

<b>Annual Water Quality</b>					
Channel Maintenance Fund	200,000	0.00	0.00	41,818.10	158,181.90
	<b>5,487,723</b>	<b>10,815.00</b>	<b>914,124.20</b>	<b>1,683,068.89</b>	<b>3,804,654.11</b>

<b>Project Reimbursements</b>					
Twins Stadium		0.00	6,564.20	26,959.64	
Sweeney Lake TMDL		0.00	0.00	154,123.94	

<b>Tax Levy Revenues</b>								
	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance	BCWMO Levy
2010 Tax Levy	935,000.00		935,000.00	2,568.87	921,638.87	921,638.87	13,361.13	935,000
2009 Tax Levy	800,000.00	(1,254.26)	798,745.74	578.71	3,971.42	792,691.70	6,054.04	800,000
2008 Tax Levy	908,128.08	(850.59)	907,277.49		1,108.64	902,592.25	4,685.24	907,250
2007 Tax Levy	190,601.74	(200.27)	190,401.47		101.41	189,895.88	505.59	190,000
2006 Tax Levy	531,095.47	(1,134.64)	529,960.83		134.29	528,780.98	1,179.85	519,000
2005 Tax Levy	450,401.40	(1,429.91)	448,971.49		7.74	448,712.52	258.97	438,000
				<u>3,147.58</u>			<u>26,044.82</u>	

**Bassett Creek Watershed Management Commission General Account**

**General Fund (Administration) Financial Report**

**Fiscal Year: February 1, 2011 through January 31, 2012**

**MEETING DATE: February 17, 2011**

**BEGINNING BALANCE** 31-Jan-11 474,014.26

**ADD:**

**General Fund Revenue:**

Interest

2012	2011-12 Assessments:	Jan-11	Feb-11
	Golden Valley	109,230.00	
	Crystal	23,433.00	
	Minneonka		22,558.00
	New Hope		23,840.00
	Robbinsdale		7,672.00
	Plymouth		196,201.00
	St Louis Park		16,541.00

Reimbursed Construction Costs

**Total Revenue and Transfers In** 266,812.00

**DEDUCT:**

**Checks:**

D'Amico Catering	Feb Meeting	320.32
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**Total Checks** 320.32

Outstanding from previous year:

2308 Henn Cty Dept of Envir Serv	River Watch	2,000.00
2309 JASS	WMWA Admin/Labels	2,041.06
2311 Mpls Park & Recr Board	2010 WOMP	1,931.00
2316 West Metro Water Alliance	Grant	2,969.50
2318 Barr Engineering	Jan Engineering Services	19,176.71
2319 Amy Herbert	Jan Secretarial Services	4,466.41
2320 Watershed Consulting	Jan Administrator Services	3,795.40

**ENDING BALANCE** 8-Feb-11 740,505.94

	2011/2012 BUDGET	CURRENT MONTH	YTD 2011/2012	BALANCE
<b>OTHER GENERAL FUND REVENUE</b>				
ASSESSEMENTS	434,150	266,812.00	399,475.00	34,675.00
PERMIT REVENUE	40,000	0.00	0.00	40,000.00
REVENUE TOTAL	474,150	266,812.00	399,475.00	74,675.00
<b>EXPENDITURES</b>				
ENGINEERING				
ADMINISTRATION	110,000	0.00	0.00	110,000.00
PLAT REVIEW	50,000	0.00	0.00	50,000.00
COMMISSION MEETINGS	13,000	0.00	0.00	13,000.00
SURVEYS & STUDIES	20,000	0.00	0.00	20,000.00
WATER QUALITY/MONITORING	34,000	0.00	0.00	34,000.00
WATER QUANTITY	11,000	0.00	0.00	11,000.00
WATERSHED INSPECTIONS	8,000	0.00	0.00	8,000.00
ANNUAL FLOOD CONTROL INSPECTIONS	10,000	0.00	0.00	10,000.00
REVIEW MUNICIPAL PLANS	2,000	0.00	0.00	2,000.00
ENGINEERING TOTAL	258,000	0.00	0.00	258,000.00
ADMINISTRATOR	36,000	0.00	0.00	36,000.00
LEGAL COSTS	18,500	0.00	0.00	18,500.00
AUDIT, INSURANCE & BONDING	15,000	0.00	100.00	14,900.00
FINANCIAL MANAGEMENT	3,000	0.00	0.00	3,000.00
MEETING EXPENSES	4,750	320.32	320.32	4,429.68
SECRETARIAL SERVICES	45,000	0.00	0.00	45,000.00
PUBLICATIONS/ANNUAL REPORT	2,000	0.00	0.00	2,000.00
WEBSITE	4,500	0.00	0.00	4,500.00
PUBLIC COMMUNICATIONS	3,000	0.00	0.00	3,000.00
WOMP	10,000	0.00	0.00	10,000.00
DEMONSTRATION/EDUCATION GRANTS	5,000	0.00	0.00	5,000.00
EDUCATION AND PUBLIC OUTREACH	2,900	0.00	0.00	2,900.00
WATERSHED EDUCATION PARTNERSHIPS	16,500	0.00	0.00	16,500.00
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)	0	0.00	0.00	0.00
GRAND TOTAL	474,150	320.32	420.32	473,729.68



BCWMC Construction Account  
Fiscal Year: February 1, 2011 through January 31, 2012  
February 2012 Financial Report

Beginning Balance	31-Jan-11	\$2,643,858.48
DEDUCT:		
Investment - Dain		1,010,687.50
		1,010,687.50
Ending Balance:	8-Feb-11	<u>\$1,633,170.98</u>

**Investments**

Federal Home Loan Mtg Corp - Purchased 8/12/10 - Due 5/13/2015 - 0.45% (Current mkt value \$502,420)	508,918.39
Federal Home Loan Mtg Corp - Purchased 1/14/11 - Due 9/16/2015 - 0.5% (Current mkt value \$508,200)	512,059.83
Federal National Mtg Assn - Purchased 2/3/11 - Due 3/18/2014 - 2.25%	1,010,687.50
<b>Total Investments</b>	<u>2,031,665.72</u>
Construction Account - Cash Balance (detailed above)	<u>1,633,170.98</u>

<b>Total: Construction Fund Cash/Investments</b>	<b>3,664,836.70</b>
Less: Reserved for CIP Projects	<u>3,804,654.11</u>
<b>Construction Cash/Investments Available for projects</b>	<b><u>(\$139,817.41)</u></b>

BCWMC Second Generation Projects	Budget	Current	YTD	Project Total	Balance
<b>Approved CIP Projects:</b>					
2006 Parkers Lake Water Quality Project	56,000	0.00	52,486.60	55,920.84	79.16
Twin Lake-expected completion 2006	140,000	0.00	0.00	5,724.35	134,275.65
Westwood Lake - will closed in 2010	312,000	0.00	0.00	225,864.90	86,135.10
<b>Proposed CIP Projects:</b>					
Lakeview Park Pond-expected completion 2007		0.00	0.00	637.50	(637.50)
West Medicine Lake Park Pond	1,100,000	0.00	721,929.52	744,633.58	355,366.42
Budget increase Resolution 08-07 (200,000)					
Northwood Lake East Pond	107,250	0.00	0.00	71,831.27	35,418.73
Twins Stadium	0	0.00	2,138.20	19,463.42	(19,463.42)
Ramada Pond (Crane Lake)	90,000	0.00	0.00	39.00	89,961.00
Plymouth Creek Restoration	550,000	0.00	8,134.45	36,472.65	513,527.35
Bassett Creek Feasibility Study	0	0.00	735.35	12,304.40	(12,304.40)
Plymouth Creek Feasibility	0	0.00	0.00	1,936.00	(1,936.00)
Crystal-Regent Avenue (2010 CR)	0	0.00	10,233.00	10,233.00	(10,233.00)
Wisc Ave/Duluth Street-Crystal (2011 CR)	580,200	0.00	34,803.97	34,803.97	545,396.03
North Branch (2011 CR-NB)	834,900	0.00	31,522.86	31,522.86	803,377.14
Plymouth Pond-07(NL-2)	0	0.00	602.00	602.00	(602.00)
Wirth Lake (WTH-1,2,3)	0	0.00	2,910.00	2,910.00	(2,910.00)
Sweeney Lake Ourlet (2012 FC-1)	0	0.00	4,450.00	4,450.00	(4,450.00)
MS Irving Ave to GV Road (2012 CR)	0	0.00	1,720.00	1,720.00	(1,720.00)
Resource Management Plan	0	0.00	1,533.00	57,094.21	(57,094.21)

<b>TMDL Projects</b>					
TMDL Studies	125,000	0.00	15,005.25	102,588.15	22,411.85
Sweeney Lake TMDL	119,000	0.00	25,920.00	206,932.36	(87,932.36)

<b>Annual Flood Control Projects:</b>					
Flood Control Emergency Maintenance	500,000	0.00	0.00	0.00	500,000.00
Flood Control Long-Term Maintenance	773,373	0.00	0.00	13,566.33	759,806.67

<b>Annual Water Quality</b>					
Channel Maintenance Fund	200,000	0.00	0.00	41,818.10	158,181.90
	<b>5,487,723</b>	<b>0.00</b>	<b>914,124.20</b>	<b>1,683,068.89</b>	<b>3,804,654.11</b>

<b>Project Reimbursements</b>					
Twins Stadium		0.00	6,564.20	26,959.64	
Sweeney Lake TMDL		0.00	0.00	154,123.94	

<b>Tax Levy Revenues</b>								
	<b>County Levy</b>	<b>Abatements / Adjustments</b>	<b>Adjusted Levy</b>	<b>Current Received</b>	<b>Year to Date Received</b>	<b>Inception to Date Received</b>	<b>Balance</b>	<b>BCWMO Levy</b>
2010 Tax Levy	935,000.00		935,000.00		921,638.87	921,638.87	13,361.13	935,000
2009 Tax Levy	800,000.00	(1,254.26)	798,745.74		3,971.42	792,691.70	6,054.04	800,000
2008 Tax Levy	908,128.08	(850.59)	907,277.49		1,108.64	902,592.25	4,685.24	907,250
2007 Tax Levy	190,601.74	(200.27)	190,401.47		101.41	189,895.88	505.59	190,000
2006 Tax Levy	531,095.47	(1,134.64)	529,960.83		134.29	528,780.98	1,179.85	519,000
2005 Tax Levy	450,401.40	(1,429.91)	448,971.49		7.74	448,712.52	258.97	438,000
				<u>0.00</u>			<u>26,044.82</u>	

Basset Creek Construction Project Details

2/10/2011

	Parkers Lake Water Quality (Circle Pond)	Twin Lake	Westwood Lake	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Channel Maintenance	West Medicine Lake Park Pond	Lakeview Park Pond	Northwood Lake East Pond	Crane Lake - Ramada Inn Pond	Plymouth Creek Channel Restoration	Plymouth Creek Feasibility	Bassett Creek Feasibility	Twins Stadium	Crystal - Regent Ave	Wisc Ave (Duluth Str)- Crystal (GV)	North Branch - Crystal	Plymouth Pond NB-07 (NL-2)	Wirth Lake (WTH-1,2,3)	Sweeney Lake Outlet (2012 FC 1)	MS Irving Ave to GV Road (2012CR)	Resource Mgmt Plan	TMDL Studies	Sweeney Lake TMDL
Original Budget	56,000.00	140,000.00	312,000.00	500,000.00	773,373.00	200,000.00	1,100,000.00		107,250.00	90,000.00	550,000.00					580,200.00	834,900.00						125,000.00	119,000.00
Expenditures:																								
Feb 2004 - Jan 2005		1,983.50						637.50																
Feb 2005 - Jan 2006	983.75	1,716.70	11,724.12		3,954.44	2,994.75																		
Feb 2006 - Jan 2007	150.00	375.70	162,645.36		9,611.89																			
Feb 2007 - Jan 2008		36.00																						
Feb 2008 - Jan 2009																								
Feb 2009 - Jan 2010	2,300.49	1,612.45	51,495.42			38,823.35	1,789.25 1,835.70 18,392.11		858.45 60,218.68 10,754.14	39.00	20,954.25 7,383.95	1,936.00	11,569.05									6,809.50 48,751.71 1,533.00	637.20 23,486.95 31,590.12 31,868.63 15,005.25	89,654.49 47,041.86 44,316.01 25,920.00
Feb 2010 - Jan 2011	52,486.60						687.00 721,929.52				8,134.45	191.00	544.35		3,856.00 2,138.20	10,233.00	34,803.97	31,522.86	602.00	2,910.00	4,450.00	1,720.00		
Feb 2011 - Jan 2012																								
Total Expenditures:	55,920.84	5,724.35	225,864.90		13,566.33	41,818.10	744,633.58	637.50	71,831.27	39.00	36,472.65	2,127.00	12,113.40	19,463.42	10,233.00	34,803.97	31,522.86	602.00	2,910.00	4,450.00	1,720.00	57,094.21	102,588.15	206,932.36
Project Balance	79.16	134,275.65	86,135.10	500,000.00	759,806.67	158,181.90	355,366.42	(637.50)	35,418.73	89,961.00	513,527.35	(2,127.00)	(12,113.40)	(19,463.42)	(10,233.00)	545,396.03	803,377.14	(602.00)	(2,910.00)	(4,450.00)	(1,720.00)	(57,094.21)	22,411.85	(87,932.36)

	Parkers Lake Water Quality (Circle Pond)	Twin Lake	Westwood Lake	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Channel Maintenance	West Medicine Lake Park Pond	Lakeview Park Pond	Northwood Lake East Pond	Crane Lake - Ramada Inn Pond	Plymouth Creek Channel Restoration	Plymouth Creek Feasibility	Bassett Creek Feasibility	Twins Stadium	Crystal - Regent Ave	Wisc Ave (Duluth Str)- Crystal (GV)	North Branch - Crystal	Plymouth Pond NB-07 (NL-2)	Wirth Lake (WTH-1,2,3)	Sweeney Lake Outlet (2012 FC 1)	MS Irving Ave to GV Road (2012CR)	Resource Mgmt Plan	TMDL Studies	Sweeney Lake TMDL
Project Totals By Vendor																								
Barr Engineering	2,819.94	3,758.10	11,320.87		9,549.32		7,004.91	592.50		39.00	35,603.60	1,936.00	10,604.50	14,164.49	10,233.00	34,011.32	30,730.21	602.00	58,471.21	4,450.00	1,720.00	86,258.55	79,946.32	25,920.00
Kennedy & Graven	614.30	1,966.25	503.25		24.75	354.75	1,427.15	45.00	858.45		869.05	191.00	1,508.90	5,298.93		792.65	792.65					1,145.20	2,921.69	
City of Golden Valley						2,640.00																		
City of New Hope																								
City of Plymouth	52,486.60					38,823.35	736,201.52		70,972.82															
City of St. Louis Park			214,040.78																					
Com of Trans					3,992.26																			
S E H																								100,375.60
Misc																								12,774.00
Total Expenditures	55,920.84	5,724.35	225,864.90		13,566.33	41,818.10	744,633.58	637.50	71,831.27	39.00	36,472.65	2,127.00	12,113.40	19,463.42	10,233.00	34,803.97	31,522.86	602.00	58,471.21	4,450.00	1,720.00	87,403.75	84,580.16	139,069.60

# Amy Herbert · Virtual Administrator Services

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

February 1, 2011

Bassett Creek Watershed Management Commission (BCWMC)

Attn: Sue Virnig, Deputy Treasurer

7800 Golden Valley Road

Golden Valley, MN 55427

*For contracted services January 1, 2011, through January 31, 2011*

## **Administrative Services to BCWMC**

- Organized the January 20<sup>th</sup> BCWMC packet materials for copying; copied and assembled meeting packets, delivered meeting packets to Barr Engineering mail room for Barr to weigh, add postage, and mail; posted materials online and e-mailed link to online meeting materials to Commission; e-mailed agenda to agenda list and e-mailed approved meeting minutes to distribution list.
- Maintained BCWMC files; Began process of creating 2011 files; Worked on year-end organization of 2010 files; Communicated with BCWMC attorney, engineers, Administrator, Deputy Treasurer, Chair, commissioners, and committee members and performed administrative duties as asked by those parties.
- Contacted BCWMC's watershed education partners to request final 2010 invoices; Organized BCWMC monthly invoices; Distributed invoice payments.
- Forwarded to the Commission BWSR's native plant technical resource survey request; Forwarded to the Commission information provided by Commissioner Sicora; Contacted City of Plymouth City Clerk to obtain copy of city resolution appointing BCWMC commissioner, alternate commissioner, and TAC member; Contacted Brian Johnson of Metropolitan Council regarding costs for 2011 CAMP program; Transcribed December 2010 BCWMC meeting minutes and provided draft copy to the Commission's Chair, Administrator, Counsel, and Engineer; Provided the Administrator, Commission Engineer, and Commissioner Black with copy of BCWMC correspondence to the MN Department of Natural Resources (DNR) regarding the DNR's request for the BCWMC to participate in the development of the Lost Lake Vegetative Management Plan.
- Created meeting notice for the January 26<sup>th</sup> Education and Public Outreach Committee meeting

70.25 hours @ \$57.00 per hour ..... \$4,004.25

## **BCWMC Meetings**

Set up and attended January 20<sup>th</sup> BCWMC meeting (coordinated room reservations and set up; ordered and received January catering; coordinated agenda, prepared and provided handouts not provided in meeting packet; recorded meeting)

5.75 hours @ \$57.00 per hour ..... \$327.75

**Web Site Services to BCWMC**

Updated meeting minute archive, online calendar, and roster. Posted changes requested by Education and Public Outreach Committee.

2.0 hours @ \$57.00 per hour ..... \$114.00

**Expenses**

Single tab filing folders ..... \$11.70

**Mileage**

Roundtrip mileage between Chanhassen and Golden Valley City Hall for January 20<sup>th</sup> BCWMC meeting (17.08 miles x 0.51 = \$8.71)

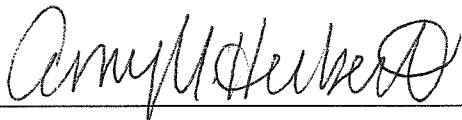
\$8.71

Subtotal Administrative Services \$4,352.41

Subtotal Web Site Services \$114.00

**Total Current Billing: \$4,466.41**

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

OFFICE DEPOT  
11609 LEONA ROAD  
EDEN PRAIRIE, MN 55344  
952-944-6862

THANK YOU FOR SHOPPING AT OFFICE DEPOT  
SALE STR0415 REG014 TRN6056  
01/22/11 09:59 EMP 576571 POS 5.12

086486103312 FLDR,LTR,1ST,100BX 10.91

SUBTOTAL 10.91

MN 7.275% SALES TAX 0.79

TOTAL 11.70

11.70



22VTZUPHYQ54RR68M



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

Page # 1  
Invoice # 23270051-2010-12  
Project # 23/27-0051  
Client # 59  
February 7, 2011

Invoice of Account with  
BARR ENGINEERING COMPANY

For professional services during the period of  
January 1, 2011 through January 28, 2011

**ENGINEERING**

TECHNICAL SERVICES

Calls/emails to or from the Commissioners, administrator, watershed communities, developers in the watershed, Minneapolis Park and Recreation Board (MPRB), Three Rivers Park District (TRPD), Mississippi Watershed Management Organization, Minnesota Department of Transportation (Mn/DOT), Hennepin County, Minnesota Board of Water and Soil Resources (BWSR), Metropolitan Council Environmental Services (MCES), Minnesota Pollution Control Agency (MPCA), Corps of Engineers and interested citizens; coordination with administrator regarding post-meeting tasks; telephone call with Anderson Engineering regarding Plymouth development; provided CIP information to administrator; internal meeting regarding Four Seasons Mall; responded to citizen request for map information; meeting with administrator regarding BWSR Elink grant reporting.

Leonard J. Kremer, Principal Engineer/Scientist	
7.8 hours @ \$160.00 per hour .....	\$ 1,248.00
James P. Herbert, Principal Engineer/Scientist	
0.3 hours @ \$145.00 per hour .....	\$ 43.50
Karen L. Chandler, Engineer/Scientist/Specialist III	
3.4 hours @ \$145.00 per hour .....	\$ 493.00
Technicians/Administrative .....	\$ 320.00
<i>Subtotal, Technical Services.....</i>	<i>\$ 2,104.50</i>

PRELIMINARY SITE REVIEW/CORRESPONDENCE

Telephone conversations regarding proposed developments; provided watershed hydraulic information, flood profiles and BCWMC development requirements to applicants; telephone conversation with AJA regarding Honeywell development; attended meeting with Golden Valley staff regarding proposed LRT along Wirth Park; telephone conversation with Golden Valley staff regarding concrete pad in Wirth Park; call from consultant regarding proposed site improvement in Golden Valley.

James P. Herbert, Principal Engineer/Scientist	
3.5 hours @ \$145.00 per hour .....	\$ 507.50

Karen L. Chandler, Engineer/Scientist/Specialist III	
0.2 hours @ \$145.00 per hour .....	\$ 29.00
Expenses (Mileage).....	\$ 12.75
<i>Subtotal, Preliminary Site Review/Correspondence .....</i>	<i>\$ 549.25</i>

#### MONTHLY MEETING PREPARATION

Preparation of monthly memorandum for BCWMC meeting; reviewed draft BCWMC meeting minutes, agenda and packet materials and discussed comments with Bassett Creek Administrator and Recording Administrator; conference call with BCWMC Chair, Administrator, and Recording Administrator regarding meeting agenda; communications with Bassett Creek Administrator and Recording Administrator; internal meetings regarding agenda, to-do list and meeting packet and January 20, 2010 meeting; prepared permit figures; communications with recording secretary and administrator regarding meeting agenda; assisted with CIP cost estimates.

James P. Herbert, Principal Engineer/Scientist	
10.2 hours @ \$145.00 per hour .....	\$ 1,479.00
Karen L. Chandler, Engineer/Scientist/Specialist III	
10.2 hours @ \$145.00 per hour .....	\$ 1,479.00
Technicians/Administrative.....	\$ 62.00
<i>Subtotal, Monthly Meeting Preparation.....</i>	<i>\$ 3,020.00</i>

#### TAC MEETING PREPARATION

Preparation for January 6, 2011 TAC meeting including coordination with administrator and internal staff regarding TAC meeting agenda and background materials; review of city CIP submissions, and calls from city staff; reviewed and revised draft TAC memo; call from administrator regarding February TAC meeting.

Leonard J. Kremer, Principal Engineer/Scientist	
0.7 hours @ \$160.00 per hour .....	\$ 112.00
Karen L. Chandler, Engineer/Scientist/Specialist III	
9.1 hours @ \$145.00 per hour.....	\$ 1,319.50
<i>Subtotal, TAC Meeting Preparation .....</i>	<i>\$ 1,431.50</i>

#### NEXT GENERATION PLAN

Coordination with administrator regarding 8410 rules and planning process.

0.3 hours @ \$145.00 per hour.....	\$ 43.50
<i>Subtotal, Next Generation Plan .....</i>	<i>\$ 43.50</i>

<i>Subtotal Technical Services .....</i>	<i>\$ 7,148.75</i>
--	--------------------

#### 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.

#### Menards Golden Valley

Communications with applicant and City staff; reviewed revised grading, drainage and erosion control plans and storm water plan; prepared approval letter to City of Golden Valley.

James P. Herbert, Principal Engineer/Scientist	
1.1 hours @ \$145.00 per hour .....	\$ 159.50
Rita A. Weaver, Engineer/Scientist/Specialist III	
1.1 hours @ \$105.00 per hour .....	\$ 115.50
<i>Subtotal, Menards Golden Valley .....</i>	<i>\$ 275.00</i>

#### I-494 EAW

Reviewed EAW document and prepared memorandum to the Commission; reviewed Medicine Lake Improvement Plan and TMDL and included in review comments

Leonard J. Kremer, Principal Engineer/Scientist	
3.0 hours @ \$160.00 per hour .....	\$ 480.00
James P. Herbert, Principal Engineer/Scientist	
0.5 hours @ \$145.00 per hour .....	\$ 72.50
Karen L. Chandler, Engineer/Scientist/Specialist III	
4.2 hours @ \$145.00 per hour .....	\$ 609.00
Timothy P. Brown, Engineer/Scientist/Specialist III	
15.1 hours @ \$115.00 per hour .....	\$ 1,736.50
<i>Subtotal, I-494 EAW .....</i>	<i>\$ 2,898.00</i>

#### Wirth Lake 2010 Site Improvements

Communications with applicant and City staff; several telephone calls with applicant; reviewed Phase II and grading, drainage and erosion control plans and storm water and water quality plan; reviewed preliminary Phase III plans and water quality modeling; reviewed water quality model of TH 55 pond; prepared memorandum to the BCWMC; reviewed revised plans and water quality modeling plan; prepared revised memorandum regarding the site; prepared letter of recommendation to city of Golden Valley.

James P. Herbert, Principal Engineer/Scientist	
14.0 hours @ \$145.00 per hour .....	\$ 2,030.00
Karen L. Chandler, Engineer/Scientist/Specialist III	
0.7 hours @ \$145.00 per hour .....	\$ 101.50
Rita A. Weaver, Engineer/Scientist/Specialist III	
19.0 hours @ \$105.00 per hour .....	\$ 1,995.00
<i>Subtotal, Wirth Lake 2010 Site Impr .....</i>	<i>\$ 4,126.50</i>
<i>Subtotal Plat Review .....</i>	<i>\$ 7,299.50</i>



### COMMISSION MEETINGS

Attended January 6, 2011 TAC meeting and January 20, 2011 BCWMC meeting.

Leonard J. Kremer, Principal Engineer/Scientist	
4.5 hours @ \$160.00 per hour .....	\$ 720.00
Karen L. Chandler, Engineer/Scientist/Specialist III	
3.3 hours @ \$145.00 per hour .....	\$ 478.50
Expenses (Mileage).....	\$ 12.75
<i>Subtotal, Commission Meetings.....</i>	<i>\$ 1,211.25</i>

### SURVEYS AND STUDIES

Preparation of the draft report for Sediment Phosphorus-Internal Loading Investigation of Twin Lake; analysis of historical data to determine cause of current internal loading problem

Review and update of Twin Lake Report

Brian J. Huser, Engineer/Scientist	
1.8 hours @ \$110.00 per hour.....	\$ 198.00
Margaret R. Rattei, Senior Consultant	
1.1 hours @ \$115.00 per hour .....	\$ 126.50
<i>Subtotal, Water Quality Monitoring .....</i>	<i>\$ 324.50</i>

### WATER QUALITY MONITORING

Reviewed draft Medicine Lake Report.

Leonard J. Kremer, Principal Engineer/Scientist	
0.7 hours @ \$160.00 per hour .....	\$ 112.00
Henry M. Runke, Principal Engineer/Scientist	
0.5 hours @ \$165.00 per hour .....	\$ 82.50
James P. Herbert, Principal Engineer/Scientist	
1.3 hours @ \$145.00 per hour .....	\$ 188.50
<i>Subtotal, Water Quality Monitoring .....</i>	<i>\$ 383.00</i>

### WATER QUANTITY

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

Technicians/Administrative.....	\$ 399.50
Expenses (Mileage/field vehicle).....	\$ 49.02
<i>Subtotal, Water Quantity.....</i>	<i>\$ 448.52</i>

#### WATERSHED INSPECTION

Prepared inspection report.

James P. Herbert, Principal Engineer/Scientist		
1.0 hours @ \$145.00 per hour .....	\$	145.00
Technicians/Administrative .....	\$	187.00
<i>Subtotal, Watershed Inspection .....</i>	<i>\$</i>	<i>332.00</i>

**TOTAL ENGINEERING.....\$ 17,147.52**

<b>SECRETARIAL SERVICES</b>
-----------------------------

#### SECRETARIAL SERVICES EXPENSES

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

Expenses (B&W/color copies/postage/Cisco Webex) .....	\$	399.19
Catering (BCWMC) .....	\$	-0-

**TOTAL SECRETARIAL SERVICES EXPENSES .....\$ 399.19**

<b>WATERSHED OUTLET MONITORING PROGRAM (WOMP)</b>
---

Correspondence with Met Council and revisions to WOMP station rating curve based on flow data collected in 2010

Christopher J. Bonick, Engineer/Scientist/Specialist II		
6.0 hours @ \$105.00 per hour .....	\$	630.00

**TOTAL WOMP.....\$ 630.00**

<b>CAPITAL IMPROVEMENT PROJECTS</b>
-------------------------------------

#### WIRTH LAKE OUTLET CIP

Compiled background information and project photos as requested by administrator; provided BWSR grant summary information to administrator.

Karen L. Chandler, Engineer/Scientist/Specialist III		
1.4 hours @ \$145.00 per hour .....	\$	203.00

Gregory J. Wilson, Engineer/Scientist/Specialist III	
3.0 hours @ \$140.00 per hour .....	\$ 420.00
<i>Subtotal, Wirth Lake Outlet CIP.....</i>	<i>\$ 623.00</i>
<b>TOTAL CAPITAL IMPROVEMENT PROJECTS.....</b>	<b>\$ 623.00</b>

<b>TMDL STUDIES</b>
---------------------

SWEENEY LAKE TMDL

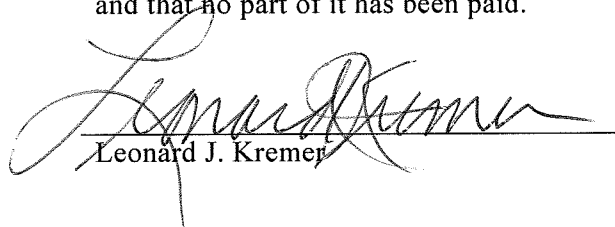
Coordination and follow up regarding Sweeney Lake TMDL.

Keith M. Pilgrim, Engineer/Scientist/Specialist III	
2.9 hours @ \$130.00 per hour .....	\$ 377.00
<i>Subtotal, Sweeney Lake TMDL.....</i>	<i>\$ 377.00</i>
<b>TOTAL TMDL STUDIES.....</b>	<b>\$ 377.00</b>

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

<b>Total Engineering.....</b>	<b>\$ 17,147.52</b>
<b>Total Secretarial Services Expenses .....</b>	<b>\$ 399.19</b>
<b>Total WOMP .....</b>	<b>\$ 630.00</b>
<b>Total Capital Improvement Projects .....</b>	<b>\$ 623.00</b>
<b>Total TMDL Studies .....</b>	<b>\$ 377.00</b>
<b>TOTAL PAYABLE .....</b>	<b>\$ 19,176.71</b>

Barr declares under the penalties of law  
that this account, claim or demand is just  
and that no part of it has been paid.

  
Leonard J. Kremer

# ACE Drop-Off Catering

# Invoice

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

INVOICE #

48319

## SHIP TO

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

## BILL TO

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

P.O. NUMBER	TERMS		DELIVERY DATE	DAY	PPL	DELIVERY TIME
	Due on receipt		2/17/2011	Thursday	18	11 AM (10:45-11:15)

QUATY	DESCRIPTION	PRICE EA...	AMOUNT
18	Hot Monthly Special Buffet	11.95	215.10T
1	***VEGGIE***Baked Ziti Pasta with ***NO MEAT***, Mozzarella, Provolone and Parmesan in a Fresh Tomato Basil and Alfredo Sauce	0.00	0.00T
17	Baked Ziti Pasta with Chicken, Mozzarella, Provolone and Parmesan in a Fresh Tomato Basil and Alfredo Sauce	0.00	0.00T
18	Seasonal Fresh Fruit	0.00	0.00T
18	Chopped Romaine Salad with Shredded Carrots, Tomatoes, Balsamic Vinaigrette and Ranch Dressing on the Side	0.00	0.00T
18	Artesian Breads, Rolls & Butter	0.00	0.00T
18	Assorted Bars & Cookies	0.00	0.00T
1	DOZEN-Assorted Bars & Cookies-Mark for Break	18.00	18.00T
4	Full Disposable Chafer-PU Later	3.00	12.00T
32	Assorted Sodas-2 Coke, 2 Diet, 2 Sprite, 2 Mineral & 24 Spring Waters	1.25	40.00T
2	Lemonade	1.75	3.50T
	Subtotal		288.60
	Delivery Charge	10.00	10.00T
	Metro Sales Tax	7.275%	21.72

Disposable Papergoods & Serving Pieces Included

**Total**

**\$320.32**

\*\*\*Delivery charges do not include any tip or gratuity to the driver. They are used to defer the additional expense of vehicles, insurance, packaging and other items associated with making a delivery.  
Please make checks payable to "D'Amico Catering".  
Reference the invoice # and delivery date on your check, unless paid by credit card.  
Thank you for your business.

Agreed to by (customer)\_\_\_\_\_

## INVOICE

Geoff Nash, Watershed Consulting, LLC  
6920 Hillcrest Lane  
Edina, MN 55435  
952-925-5119

Client: Bassett Creek Watershed  
Management Commission

Dates: January 1-31, 2010

Task/Project	1/3/11	1/4/11	1/5/11	1/6/11	1/7/11	1/10/11	1/11/11	1/12/11	1/13/11	1/14/11	1/17/11	1/18/11	1/19/11	1/20/11	1/21/11	1/24/11	1/25/11	1/26/11	1/27/11	1/28/11	1/31/11	Month	
Administrative.	2.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	2.0	2.0	1.0	1.0	0.5	0.5	1.0	3.0	1.0	1.5	1.0	1.0	1.0	25.5	
Commission Meeting/Prep.						2.0		2.0				4.0	3.0	4.0								15.0	
Administrative Committee Meeting/Prep.	1.5													2.0								2.0	
Golden Valley/Plymouth BWSR Grant Reporting															1.5	1.0	2.0	3.0	2.0	2.0		13.0	
Education/Outreach Committee																						2.0	
TAC Meeting/Prep.	2.0			3.5	2.0										1.0					1.0		7.5	
Medicine Lk. TMDL																						0.0	
Sweeney Lk. TMDL	1.0																					1.0	
Wirth Lake TMDL						1.0	1.0	1.0		1.0		1.5										0.0	
Wirth Lake BWSR Grant Reporting																						0.0	
Communication with Commission/Consultants																						0.0	
Policy Manual			1.0								1.0											0.0	
Major Amendment WMP																						0.0	
Third-party meeting/prep.							1.0	4.0									2.0					0.0	
CIP																						7.0	
Daily Total:	4.5	3.0	2.0	4.5	3.0	4.0	2.0	8.0	2.0	3.0	2.0	5.0	5.0	6.5	3.5	4.0	3.0	3.5	4.0	4.0	3.0		
Weekly Hours:	17.0					19.0					22.0					18.5					3.0		
Monthly Hours:																						79.5	
Hourly Charges (at \$47/hr):																						\$3,736.50	
Actual Hourly Charges:																						\$3,736.50	
Unbilled Charges:																						\$0.00	

Expenses:	1/3/11	1/4/11	1/5/11	1/6/11	1/7/11	1/10/11	1/11/11	1/12/11	1/13/11	1/14/11	1/17/11	1/18/11	1/19/11	1/20/11	1/21/11	1/24/11	1/25/11	1/26/11	1/27/11	1/28/11	1/31/11	Month
Telephone	4										17	1	6	1	8		6					\$61.51
Printing-black&white (\$0.15/sheet)																						\$4.35
Printing-color (\$0.50/sheet)																						\$7.00
Postage (\$0.44 ea.)																						\$0.00
Office products/ext. copying											28											\$27.55
Mileage (\$0.50/mile)				20											20							\$20.00
Expenses:																						\$58.90

## Total Invoice amount:

\$3,795.40

Watershed Consulting, LLC  
6920 Hillcrest Lane  
Edina, MN 55435  
(952) 925-5119 office  
(952) 240-3025 cell.

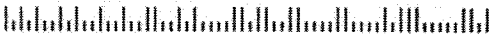
See attached Verizion invoices.  
Note: Current Verizion invoice - original Verizion invoice = BCWMC monthly billed amount.

**verizon**wireless

777 BIG TIMBER ROAD  
ELGIN, IL 60123

Manage Your Account & View Your Usage Details	Account Number	Date Due
My Verizon at <a href="http://www.verizonwireless.com">www.verizonwireless.com</a>	[REDACTED]	02/17/11
	Invoice Number	[REDACTED]

10046180 02 AT 0.482 \*\*AUTO T8 0 3722 55435-160620 1 4 E GTPL2209



CAMILLE NASH  
6920 HILLCREST LN  
EDINA, MN 55435-1606

## Quick Bill Summary

Dec 23 - Jan 22

Previous Balance (see back for details)	\$195.08
Payment - Thank You	-\$195.08
<b>Balance Forward</b>	<b>\$0.00</b>
Monthly Access Charges	\$169.95
Usage Charges	
Voice	\$0.00
Messaging	\$0.00
Verizon Wireless' Surcharges and Other Charges & Credits	\$9.02
Taxes, Governmental Surcharges & Fees	\$16.77
<b>Total Current Charges</b>	<b>\$195.74</b>

### Verizon Wireless News

#### No-Longer-Used Cell Phones Lying Around?

Trade them in and you may be able to  
get a Verizon Wireless gift card, or  
donate them to HopeLine and benefit  
victims of domestic violence. Learn more  
at [www.trade-in.vzw.com](http://www.trade-in.vzw.com).

### Total Charges Due by February 17, 2011

**\$195.74**

*Previous Invoice*

*134.23*

*Current Invoice*

*# 61.51*

Pay from Wireless

Pay on the Web

Questions:

#PMT (5768)

My Verizon at [www.verizonwireless.com](http://www.verizonwireless.com)

1-800-922-0204 or \*611 from your wireless

VN

**verizon**wireless

Bill Date  
Account Number  
Invoice Number

January 22, 2011

[REDACTED]  
[REDACTED]

CAMILLE NASH  
6920 HILLCREST LN  
EDINA, MN 55435-1606

*pd*  
*2/2*

### Total Amount Due by February 17, 2011

Make check payable to Verizon Wireless.  
Please return this remit slip with payment.

**\$195.74**


\$    .


P.O. BOX 25505  
LEHIGH VALLEY, PA 18002-5505



Check here and fill out the back of this slip if your billing address  
has changed or you are adding or changing your email address.

2520769235010880670335000010000195740000195749

1-17-11  
BCWMC  
Policy Manual (draft)  
printing  
  
FedEx Office.

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	Taxes	1.49
	Total	21.99

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Visa	TENDER	5.56
Acct: XXXXXXXXXXXX5198		
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**BASSETT CREEK WATERSHED MANAGEMENT COMMISSION****CAPITAL IMPROVEMENT PROGRAM CLOSED PROJECT ACCOUNT POLICY****I. PURPOSE**

The Commission's Capital Improvement Program (CIP) includes projects that are proposed to be funded by a County ad valorem tax levy on property in the watershed pursuant to Minn. Stat. §103B.251. Tax settlements from Hennepin County to the Commission for these projects are deposited in a construction account established for each such project. There will be times when tax settlements to the Commission exceed the costs incurred for CIP projects. The purpose of this policy is to establish procedures and guidelines for collection, accounting and use of these excess funds.

**II. ESTABLISHMENT OF ACCOUNT**

The Commission hereby establishes the CIP Closed Project Account (the "Account"). Upon completion of CIP projects funded in whole or in part by a County tax levy, reimbursement of Commission expenses and administrative charges, and final payment to the City with responsibility for construction of the project, the construction account for that project will be closed and remaining funds will be transferred to the Account. Interest earned on money in the Account will be credited to the Account.

**III. USE OF THE CIP CLOSED PROJECT ACCOUNT**

As a general guiding principle, the Account will be used for expenses incurred for other projects in the Commission's CIP that are proposed to be funded with a County tax levy. Such expenses include:

- A. The administrative and construction costs of CIP projects. Monies from the Account may be used to reduce or eliminate a tax levy for capital projects in the CIP by transferring monies to the construction accounts for those projects.
- B. Reimbursement to the Commission's General Fund of expenses or administrative fees incurred in connection with a project if the tax settlement for that project is not sufficient to cover such expenses.
- C. Reimbursement to cities that construct projects for administrative or construction costs if tax settlements received from the County are not sufficient to cover such costs. These costs might include cost overruns on projects, change orders, corrective follow-up work or repairs, or other unforeseen project costs.



- D. Prepayment of project costs to the Commission or to cities for project costs that are incurred before receipt of tax settlement from the County for that project.
- E. Partial funding of TMDL study costs if the Commission has sufficient information to determine with reasonable assurance that the TMDL study will identify, plan, design, or redesign capital projects to be funded with a County tax levy.

#### IV. PROCEDURE FOR USE OF ACCOUNTS

The Account may be used for any lawful purpose upon a majority vote of the Commissioners present at any meeting at which a quorum of the Commission is present.

#### V. TARGET ACCOUNT BALANCE

The Commission does not intend to accumulate unreasonable balances in the Account. Because the Account could be used to fund projects in advance of receipt of tax settlement from the County, and because a number of larger projects in the CIP have total costs, or annual project costs, of approximately \$250,000, the Commission finds that an accumulation of up to \$250,000 is reasonable. Money will not be accumulated to an amount in excess of \$250,000 unless a specific use for such funds has been identified. The Account balances may be kept within this amount by expending funds for any of the purposes identified in this policy.

#### VI. PERIODIC REVIEW

Each year the Commission will consider the status of the Account prior to certification to Hennepin County of requests for tax levies for capital projects.

Date of adoption of policy: October 20, 2005

Amended: March 19, 2009

## Memorandum

To: Bassett Creek Watershed Management Commission  
From: Barr Engineering Co.  
Subject: Item 6Eii—Funding of 2012 Projects  
BCWMC February 17, 2011 Meeting Agenda  
Date: February 9, 2011  
Project: 23270051.31 2011

### 6Eii. Funding of 2012 Projects

#### Recommended/requested Commission actions:

1. Authorize use of Bassett CIP Reserve Funds for Plan Amendments and Feasibility Studies for proposed 2012 Bassett Creek Watershed Commission Projects.

### Background

To estimate the status of the Bassett Creek CIP reserve fund, staff first considered the costs of the current proposed projects and the project costs carried over from the previous year (Table 1 below):

**Table 1. Funds Needed for CIP Projects**

Project	Amount
Main Stem Channel Restoration, 2012, Irving Avenue to Golden Valley Road	\$600,000
Wirth Lake Outlet Modification, 2012, Wirth Lake TMDL Implementation	\$250,000
S1haper Park Feasibility Study, Sweeney Lake Implementation Plan	\$ 50,000
<b>Total Funds Needed</b>	<b>\$900,000</b>

To determine the availability of CIP Reserve Funds for 2012 projects, staff reviewed the status of the CIP project account to estimate the amount of funds available in the CIP reserve, as summarized in Table 2:

**Table 2. Status of CIP Project Account**

CIP Projects	Estimated Amount in Reserve
Floodproofing 2003	\$1,775
Medicine Lake – In-Lake Herbicide Treatments 2005, 2006, 2008	\$67,807
Medicine Lake – East Side Ponds 2004	(\$18,314)
Northwood Lake - Water Quality Treatment Ponds 2005	\$29,847
Westwood Lake - Flag Avenue Pond	\$86,135

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Co.  
**Subject:** Item 6Eii—Funding of 2012 Projects  
 BCWMC February 17, 2011 Meeting Agenda  
**Date:** February 9, 2011  
**Page:** 2

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<b>CIP Projects</b>	<b>Estimated Amount in Reserve</b>
West Medicine Lake Park Pond (substantially complete)	\$355,366
Lakeview Park Pond	(\$638)
Northwood Lake East Pond 2009	\$35,419
Crane Lake - Ramada Inn Pond	\$89,961
Sweeney Branch Channel Stabilization	\$114,243
Wirth Lake - Pond and Alum Treatment	\$169,909
Resource Management Plan	(\$57,094)
Main Stem Bassett Creek Channel Stabilization, 2010, Crystal Border to Regent	\$300,000
Plymouth Creek Channel Stabilization, 2010, Medicine Lake to 26th Ave	\$250,000
Main Stem Bassett Creek Channel Stabilization, 2011, Wisconsin Avenue to Crystal Border, transfer from reserve funds	(\$419,500)
North Branch Bassett Creek Channel Stabilization, 2011, 36 <sup>th</sup> to Bassett Creek Park, transfer from reserve funds	(\$419,500)
<b>Total Estimated CIP Reserve Balance</b>	<b>\$585,416</b>

Assuming that \$585,000 will be available in the CIP reserve, there will be about \$285,000 (\$585,000 - \$300,000 target reserve balance) available for the proposed 2012 Main Stem Restoration project, the 2012 Wirth Lake Outlet modification project and the Schaper Park feasibility study.

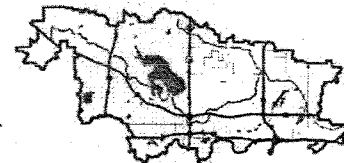
In summary, based on these estimates it appears that the levy for 2012 for all three projects will be between \$500,000 and \$600,000 as summarized below. This is less than the proposed maximum levy of \$935,000.

**Table 3. 2012 Proposed CIP Projects and Estimated Levy:**

Main Stem Restoration Estimated Project Cost <sup>1</sup>	\$600,000
Wirth Lake Outlet Modification Estimated Project Cost	\$250,000
Schaper Park feasibility Study	\$ 50,000
Less BWSR Grant Received for Wirth Lake Project	-\$75,000
Transfer from CIP Reserve	-\$285,000
<b>Estimated 2012 Levy</b>	<b>\$540,000</b>

# Bassett Creek Watershed Management Commission

www.bassettcreekwmo.org



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

## ITINERARY BASSETT CREEK WATERSHED TOUR THURSDAY, JUNE 11, 2009

The tour begins and ends at **West Medicine Lake Park** and will last approximately 3 hours.

*The tour begins at 8:30, and the bus will depart West Medicine Lake Park west parking lot at 8:45.*

### Tour Itinerary

#### 8:30 – 8:45 1. ML-11: West Medicine Lake Park Pond Site: Plymouth

This project includes the construction of two ponds. The first (upstream) pond is west of West Medicine Lake Drive and the second, larger pond is located east of West Medicine Lake Drive. The second pond is a two-cell design, to help improve biological activity in the pond and increase phosphorus uptake. This proposed pond project will remove approximately 350 pounds of phosphorus annually. The proposed ponds would be created by excavation of existing wetlands – 8.5 acres of wetlands will be impacted by the excavation. Construction on this project is expected to begin in 2009. The estimated project cost is about \$1,100,000. The attached map shows the location of the proposed pond construction.

#### 8:45 Bus departs West Medicine Lake Park

#### 8:50 – 9:00 2. Plymouth Creek Channel Erosion Sites (PC-1), Degendorfer Property: Plymouth

The BCWMC's Plymouth Creek channel restoration project (PC-1) covers the downstream stretch of Plymouth Creek, from 26<sup>th</sup> Avenue North to West Medicine Lake Road. This reach of the creek suffers from streambank and streambed erosion, which has caused channel widening streambank slumping at a number of locations. The proposed Plymouth Creek Restoration Project includes a variety of stream stabilization techniques (riprap, root wads, biologs, cross vanes, J-vanes and vegetated reinforced slope stabilization techniques) and the relocation and reconfiguration of a currently channelized section of the creek. A preliminary estimate of the load reduction that will be achieved by this project is 46 lbs/yr phosphorus and 52 tons/yr suspended solids. The draft feasibility study for this project was completed in August 2008. Project construction is slated for winter 2009-2010, with final stabilization and restoration in spring 2010. The estimated

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Barr Engineering Company  
4700 West 77<sup>th</sup> Street  
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952-832-2601 (fax)

project cost is \$965,200. Attached are 1) a map showing the locations of the proposed stabilization work to be completed as part of project PC-1; and 2) photos showing existing conditions in Plymouth Creek near the Degendorfer property.

**9:10 – 9:20     3. County Road 9/61 Erosion Repair Project Site, Plymouth**

The City of Plymouth completed this project in 2008 to address erosion and sedimentation problems in the channel upstream (north) of County Road 9 and sedimentation problems just downstream (south) of County Road 9. The project consisted of grading the eroded channel, installing three weirs and stilling basins along the channel, installing new culverts, and dredging the existing ponds south of County Road 9. The weirs and stilling basins will slow the flows in the channel and prevent future erosion. The City of Plymouth estimated that the project will reduce the phosphorus load to Medicine Lake by 40 lbs/yr. The total bid for construction was \$206,661.50. Attached are before and after photos of the project site.

**9:40 – 10:05     4. Bassett Creek Main Stem Erosion Sites, east of TH 100, Golden Valley**

The BCWMC's Bassett Creek Main Stem channel restoration project (Highway 100 to Regent Avenue) will address erosion and sedimentation problems in this stretch of the creek. This tour stop includes a visit to some of the more accessible erosion sites that will be included in the channel restoration project. A preliminary estimate of the load reduction that will be achieved by this project is 96 lbs/yr phosphorus and 100 tons/yr suspended solids. The project is expected to be constructed in 2010-2011. The estimated project cost is \$780,000. Attached are photos of the erosion sites in this area.

**10:15 – 10:25     5. Sweeney Lake Branch Channel Restoration (SLB), Golden Valley**

In 2008, the City of Golden Valley completed this channel restoration project, the first channel restoration project funded by the BCWMC. The project addressed erosion and sedimentation problems in the upper portion of the Sweeney Lake Branch of Bassett Creek, between Laurel and Glenwood Avenues, and removal of sediment from a pond upstream of Glenwood Avenue. The project included grading operations, revegetation, riprap, and excavation of accumulated sediment. Project costs to-date are \$386,000. Attached is a project description that includes before and after photos of the project site.

**10:35 – 10:45     6. Westwood Lake, Westdale Park Pond (WST-1), St. Louis Park**

**Or**

**10:35 – 11:10     With optional walk to Westwood Lake**

The City of St. Louis Park constructed Westdale Park Pond in 2006, a water quality improvement project funded by the BCWMC (project WST-1). The project included construction of a two-cell pond to treat stormwater before it reaches Westwood Lake. This pond will reduce the phosphorus loading to Westwood Lake by 14 pounds/year. This project was recommended in the Westwood Lake Watershed and Lake Management

Plan (1995). Total project costs were \$226,000. Attached is an aerial photo of the project area.

If time permits, we can take a walk along the south shore of Westwood Lake to a floating dock where there is a good view of the lake.

**10:55**            **END   West Medicine Lake Park**  
**Or**  
**11:20**            (if optional walk taken to Westwood Lake)

## Memorandum

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Co.  
**Subject:** Item 4I – Review 2011 Engineering Budget  
BCWMC February 17, 2010 Meeting Agenda  
**Date:** February 10, 2011  
**Project:** 23270051 2011 003

### 4I. Review 2011 Engineering Budget

#### Recommendations:

- a. Approve the 2011 engineering budget.
- b. Authorize engineering staff to perform WOMP support tasks as requested by Metropolitan Council and Minneapolis Parks and Recreation Board and assist administrator and recording administrator with preparation of 2010 annual report.

#### Background

The proposed 2011 Commission budget of \$474,150 was adopted by the BCWMC at its June 17, 2010 meeting. Specific engineering items in the budget are discussed below.

1. **Engineering** services were initially budgeted at \$258,000 in 2010. Many of the individual items have remained the same from the 2010 budget. The following paragraphs summarize each of the Engineering budget items.
  - **Technical Services**—this item covers the day-to-day technical operations, such as preparing for the Commission and TAC meetings, performing preliminary site reviews and correspondence, and communications with the Commissioners, administrator, recording administrator, watershed communities, developers, agencies, and other entities. The proposed 2011 budget is \$110,000, which is the same as the 2009 and 2010 budgets. The proposed budget was based on preparation for six TAC meetings during 2011. If monthly TAC meetings continue it is likely that this budget will be exceeded.
  - **Plat Reviews**—the proposed 2011 budget for plat reviews is \$50,000, which are largely funded by permit fees. These expected permit fees are shown in the 2011 budget under “Estimated 2011 Permit Fees;” it is estimated that the BCWMC will receive \$40,000 in permit fees in 2011.

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Co.  
**Subject:** Item 4I – Review 2011 Engineering Budget  
BCWMC February 17, 2010 Meeting Agenda  
**Date:** February 10, 2011  
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**Project:** 23270051 2011 003

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- Commission and TAC Meetings— this item covers the cost for the engineer to attend 12 monthly Commission meetings and six bimonthly TAC meetings. The proposed budget for 2010 is \$13,000, the same since 2009. The proposed budget was based on attendance at six TAC meetings during 2011. If monthly TAC meetings continue, it is likely that this budget will be exceeded.
  - Surveys and Studies—the proposed budget for 2011 is \$20,000. The intent of this budget item is to cover the costs of conducting special studies, and addressing unanticipated issues, questions, etc. that can arise during the year.
  - Water Quality/Monitoring—for 2011, this \$34,000 budget item includes detailed lake monitoring of Crane Lake in Minnetonka and Westwood Lake in St. Louis Park, as part of the four-year monitoring cycle. The budget includes data collection by technical staff and laboratory analysis of samples, since Three Rivers Park District will no longer provide this service. The budget also includes finalizing 2010 water quality reports and other general water quality tasks as requested by the BCMWC, member cities, or regulatory agencies.
  - Water Quantity—this item covers the work associated with the BCWMC’s lake and stream gauging program. The proposed budget for 2011 is \$11,000 (the same since 2009). The program also includes periodic surveys of benchmarks to ensure consistency with past readings.
  - Inspections—there are two separate budget items under this task:
    - Watershed Inspections—this item covers the BCWMC’s construction site erosion control inspection program. The proposed budget for 2011 is \$8,000; permit fees offset a portion of the watershed inspection cost.
    - Project Inspections—this item covers the BCWMC’s annual inspection of the flood control project system. The proposed budget for 2011 is \$10,000.
  - Municipal Plan Review—this item covers the cost to review the member cities local water management plans for conformance with the BCWMC Watershed Management Plan. It was anticipated that all member cities would have BCWMC-approved plans in place by the end of 2010. The proposed budget for 2011 is \$2,000, which will cover the costs to review member cities’ local plan amendments or adjacent WMO plan amendments.
2. The budget for the spring 2011 preparation of the 2010 annual report (\$2,000) and for the Watershed Outlet Monitoring Program (WOMP) (\$10,000) are itemized separately under **Public Relations and Outreach**.
3. Budgets for Capital Projects are also tracked separately.



## Memorandum

To: Bassett Creek Watershed Management Commission  
From: Barr Engineering Company  
Subject: Item 5A – 2011 Golden Valley Pavement Management Plan (PMP): Golden Valley  
BCWMC February 17, 2011 Meeting Agenda  
Date: February 10, 2011  
Project: 23270051 2011

### 5A. 2011 Golden Valley Pavement Management Plan (PMP): Golden Valley

#### Summary

**Proposed Work:** Street reconstruction plan

**Basis for Commission Review:** Street reconstruction greater than 5 acres

**Change in Impervious Surface:** Decrease 0.46 acres

**Recommendation:** Conditional approval

#### General Background & Comments

A request was received for review of a street reconstruction project in the City of Golden Valley. The project includes excavation, grading, concrete curb and gutter, bituminous paving, storm sewer and sanitary sewer repair, water main replacement and the reconstruction of approximately 1.2 miles of residential streets. The project is located in the Sweeney Lake watershed and includes reconstruction of portions of Turnpike Road, Lawn Terrace, Radisson Road and Colonial Drive.

Approximately 6.23 acres in the Bassett Creek watershed will be disturbed as a result of the project. The project will result in a 0.46 acre decrease of impervious surface from 3.48 acres to 3.02 acres, due to the narrowing of some streets and intersections. Construction is anticipated be completed during 2011.

#### Floodplain

N.A.

#### Wetlands

The City of Golden Valley is the Local Government Unit (LGU) responsible for review of the project for conformance to the MN Wetland Conservation Act.

## **Stormwater Management**

Runoff from the majority of the project discharges through existing storm sewers to Turners Crossroad South, then north towards Glenwood Ave. Runoff from Colonial Drive discharges to the east through storm sewer and into Colonial Pond and Ike Pond. Stormwater then discharges to Breck Pond and on to Sweeney Lake. A part of Lawn Terrace discharges to the north to catch basins, which discharge into the ditch along Glenwood Avenue.

## **Water Quality Management**

Permanent BMPs include construction of one sump manhole, in the backyard storm sewer between Radisson Road and Circle Down.

## **Erosion and Sediment Control**

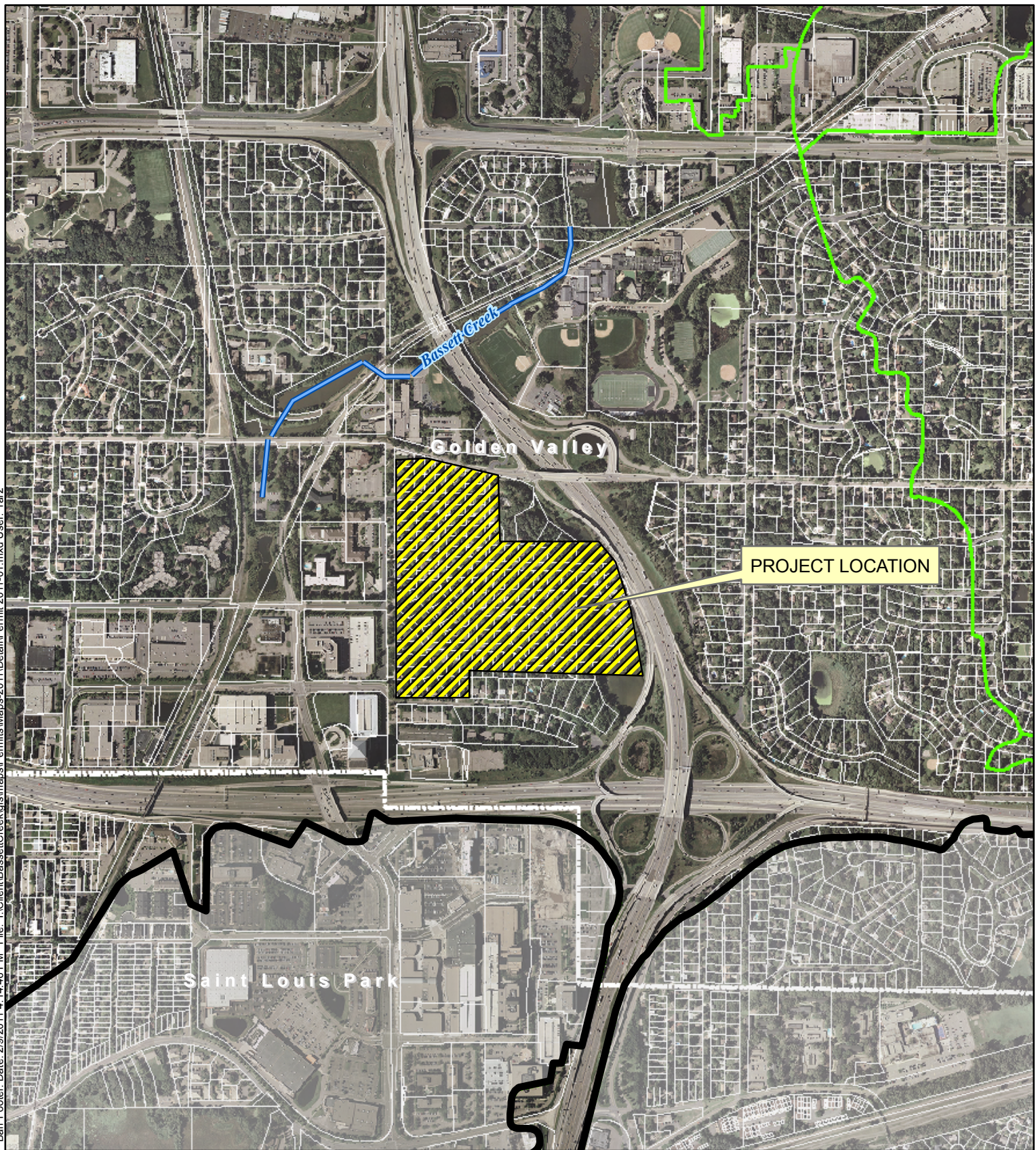
Temporary erosion control features to be implemented include silt fence, flotation silt curtain, and inlet protection. Daily street sweeping will be implemented as necessary during construction.

## **Recommendation**

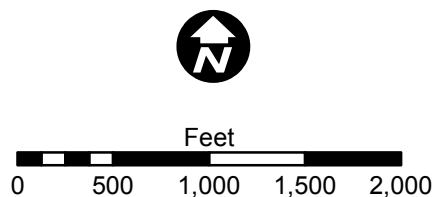
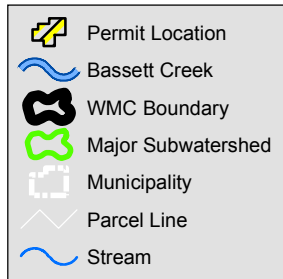
Approval based on the following conditions:

- a. Sheet S9: Sump depth must be increased to four feet for improved performance. Sump manholes must be maintained and inspected at least twice a year.
- b. Sheet E4: Outlet pipes from Colonial Drive must be extended so each invert discharges at or below the normal water level of the receiving wetland or water body. As an alternative, adequate erosion protection must be provided at the outlets to prevent erosion.
- c. Sheets E2–E4: The location of silt fences must be reviewed. Additional silt fence must be installed to intercept down-gradient runoff from disturbed areas. All silt fence locations must be shown on plan sheets.
- d. The following comments must be included on the plan sheets and in the SWPPP:
  - Temporary or permanent mulch must be uniformly applied by mechanical or hydraulic means and stabilized by disc-anchoring or use of hydraulic soil stabilizers.
  - Temporary vegetative cover should consist of suitable, fast-growing, dense grass-seed mix spread at 1.5 times the usual rate per acre.
- e. Storm sewer plan sheets S1–S8 must be submitted for review.
- f. Golden Valley is the LGU and is responsible for reviewing the project for conformance to the Minnesota Wetland Conservation Act.





Imagery Source: Aerials Express, 2009



**LOCATION MAP  
APPLICATION 2011-01  
2011 Pavement  
Management Project  
Golden Valley, MN**



## Memorandum

To: Bassett Creek Watershed Management Commission  
From: Barr Engineering Company  
Subject: Item 5B – Spring Snowmelt Runoff  
BCWMC February 17, 2011 Meeting Agenda  
Date: February 9, 2011  
Project: 23270051 2011

### 5B. Spring Snowmelt Runoff

#### Recommended/requested Commissions actions:

1. Authorize staff to distribute memorandum to city managers and city public works staff.

#### Background

At the Friday February 4, 2011 TAC meeting, there was some discussion about the potential for spring flooding as a result of spring snowmelt runoff since the accumulated snow has a water content of almost 4 inches. TAC members inquired about any past work that the Commission had done regarding the potential for snowmelt to cause flooding in the watershed. The Commission did study snowmelt runoff when the flood control project was designed in the mid 1980's. Snowmelt for the 1 percent probability events of 6 inches of runoff in 10 days and 9 inches of runoff in 30 days were routed through the lakes and creeks in the watershed. The flood levels for the snowmelt events were compared to flood levels resulting from summer rainfall events with a 1 percent probability of occurrence. Flood levels resulting from summer rainfall were higher for all areas along the creek and for all lakes except Medicine Lake.

The critical Medicine Lake flood level for snowmelt events and for summer rainfalls with a 1 percent probability of occurrence were the same, elevation 890.3. Plymouth and Medicine Lake may want to consider warning residents around the lake that spring runoff is likely to cause high water levels in the lake.

Additional snow or rainfall in the next several weeks or during the time when snowmelt is occurring would increase runoff and raise flood levels. Also ice in the creek channel and in culverts can increase flood levels upstream of crossings and storm sewer outlets.



## Memorandum

**To:** Bassett Creek Watershed Management Commission  
**From:** Geoff Nash, Administrator  
**Subject:** Letters of Interest: Legal & Engineering Services  
**Date:** February 7, 2011

Our bi-annual solicitation of letters of interest elicited 9 responses. One is for legal services and eight for engineering services. I have notified the firms that we have received their letters.

Instructions in the solicitation published in the *State Register* stated "Letters should include a brief description of the company and the experience of the individual(s) proposing to perform services for the Commission." Those were the only criteria requested.

According to Charlie LeFevere, it is within the discretion of the Board to decide who to retain for consulting services and how to go about the selection process.

By soliciting proposals, the Board has satisfied its legal obligation. The Board has a full range of options on how to proceed in response to the proposals, including, among others:

1. Thank the firms that submitted letters and make no changes in consultants.
2. Refer the proposals to the TAC for comments or recommendations.
3. Select candidates for interviews and go through a complete evaluation and selection process as determined by the Board.

The TAC has significant experience with evaluating engineering proposals and their opinion would be valuable.

## LEGAL

Charlie LeFevere  
Kennedy & Graven  
470 U.S. Bank Plaza  
200 South Sixth Street  
Minneapolis, MN 55402  
[clefevere@kennedy-graven.com](mailto:clefevere@kennedy-graven.com)

## ENGINEERING

<b>Consultant</b>	<b>Fee Range</b>	<b>Watershed Experience</b>
Len Kermer, P.E. Karen Chandler, P.E. Barr Engineering, Inc. 4700 W. 77 <sup>th</sup> St., Suite 200 Minneapolis, MN 55435 <a href="mailto:lkremer@barr.com">lkremer@barr.com</a> <a href="mailto:kchandler@barr.com">kchandler@barr.com</a>	Not provided	<ul style="list-style-type: none"> <li>• Watershed experience with Nine Mile Creek WD, Bassett Creek WMC, Valley Branch WD, Ramsey-Washington Metro WD, L. Mississippi River WD, Lower Rum River WMO, Black Dog WMO, Cedar River WD, and Sauk River WD.</li> </ul>
Mark Jaster, P.E. Stanley Consultants, Inc. 5775 Wayzata Blvd., #300 Minneapolis, MN 55416 <a href="mailto:jastermark@stanleygroup.com">jastermark@stanleygroup.com</a>	\$70.22– 202.66/hour	<ul style="list-style-type: none"> <li>• Bank stabilization For L. Minnesota River WD &amp; others</li> <li>• Wetland delineation</li> <li>• Stream modeling</li> </ul>
Ron Leaf, P.E. Short Elliott Hendrickson, Inc. 3535 Vadnais Center Dr. St. Paul, MN 55110-5196 <a href="mailto:rleaf@sehinc.com">rleaf@sehinc.com</a>	Not provided	<ul style="list-style-type: none"> <li>• Surface water planning for several MN cities</li> <li>• Worked w/Capitol Region WD, Lower Rum River WMO, and Vadnais Lake Area WMO</li> </ul>
Mark Deutschman, PhD, P.E. Nancy Stowe, P.E. Houston Engineering, Inc. 6901 East Fish Lake Road Suite 140 Maple Grove, MN 55369 <a href="mailto:nstowe@houstoneng.com">nstowe@houstoneng.com</a> <a href="mailto:mdeutschman@houstoneng.com">mdeutschman@houstoneng.com</a>	\$47- 134/hour	<ul style="list-style-type: none"> <li>• Engr. For Rice Ck. WD</li> <li>• South Washington WD, Watershed Mgt. Plan</li> <li>• Scott Co. WMO</li> </ul>
Dan Edgerton, P.E. Bonestroo 2335 Highway 36 St. Paul, MN 55113 <a href="mailto:dan.edgerton@bonestroo.com">dan.edgerton@bonestroo.com</a>	Not provided	<ul style="list-style-type: none"> <li>• Full range of surface water mgt. planning for cities, counties, Met Council DNR, MPCA, and Mn/DOT.</li> <li>• Hydraulic &amp; water quality modeling</li> <li>• BMP Design &amp; constr.</li> </ul>

To: Bassett Creek Watershed Management Commission  
From: Geoff Nash, Administrator  
Subject: Letters of Interest: Legal & Engineering  
Date: February 7, 2011  
Page: 3

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<b>Consultant</b>	<b>Fee Range</b>	<b>Watershed Experience</b>
Ryan Fleming, P.E. Cecilio Olivier, P.E. Emmons & Olivier Resources, Inc. 651 Hale Ave. N. Oakdale, MN 55128 <a href="mailto:rfleming@eorinc.com">rfleming@eorinc.com</a> <a href="mailto:colivier@eorinc.com">colivier@eorinc.com</a>	\$51- 170/hour	<ul style="list-style-type: none"><li>• Watershed district experience with Brown's Creek, Capitol Region, Carnelion-Marine-St. Croix, Carver Co., Comfort Lake-Forest Lake, L. Minn. River, Middle Fork Crow River, Minnehaha Creek, Prior Lake-Spring Lake, Ramsey-Wash. Metro, Rice Creek, Shell Rock River, and S. Washington.</li><li>• WMO experience with Vadnais Lake Area WMO, Grass Lake MWO, Mississippi WMO, and Vermillion River JPO.</li></ul>
Ed Matthiesen, P.E. Mike Panzer, P.E., P.G. Wenck Associates, Inc. 1800 Pioneer Creek Center Maple Plain, MN 55435 <a href="mailto:ematthiesen@wenck.com">ematthiesen@wenck.com</a> <a href="mailto:mpanzer@wenck.com">mpanzer@wenck.com</a>	Not provided	<ul style="list-style-type: none"><li>• Watershed experience Minnehaha Creek, Shingle Creek, W. Mississippi, and Coon Creek.</li><li>• 13 lake TMDL Implementation Plans</li><li>• Stream TMDLs for turbidity, bacteria and diss. oxygen.</li><li>• Hydrologic/hydraulic surface water modeling</li><li>• Water quality monitoring for lakes and streams</li></ul>
Tim Arvidson, P.E. Stonebrook Engineering, Inc. 12467 Boone Avenue, Suite 1 Savage, MN 55378-1283 <a href="mailto:tarvidson@stonebrookeengineering.com">tarvidson@stonebrookeengineering.com</a>	Not provided	<ul style="list-style-type: none"><li>• Primarily municipal/transportation experience.</li></ul>



## Memorandum

**To:** Bassett Creek Watershed Management Commission  
**From:** Technical Advisory Committee  
**Subject:** February 4, 2011 TAC Meeting  
**Date:** February 10, 2011

The Technical Advisory Committee (TAC) met on February 4, 2011. The following TAC members, city representatives, staff, and others attended the meeting:

City	TAC Members/Alternates	Other City Representatives
Crystal	Tom Mathisen	
Golden Valley	Jeaninne Clancy, Jeff Oliver	Chair Linda Loomis
Medicine Lake	Vacant position	
Minneapolis	Pat Byrne	
Minnetonka	Liz Stout	
New Hope	Jason Quisberg	
Plymouth	Derek Asche, Bob Moberg	Commissioner Ginny Black
Robbinsdale	Absent	
St. Louis Park	Jim Vaughan	
BCWMC Staff	Geoffrey Nash, Karen Chandler	
Also in attendance was Jack Frost, Met Council		

The Technical Advisory Committee (TAC) directed staff to forward the following recommendations to the Commission for its consideration. This memorandum presents the recommendations relating to BCWMC's Capital Improvement Plan. There was insufficient time to discuss the other item on the agenda; updating of the hydrologic and water quality models.

### 1. CIP Project Modifications

The TAC reviewed the Bassett Creek CIP that was approved by the Commission at its January 20, 2011 meeting. There was discussion about what types of projects qualify for inclusion on the CIP. The BCWMC Watershed Management Plan states, "The trunk system is the responsibility of the



BCWMC.” The TAC discussed what was meant by “responsibility” and its impact on which projects qualify for inclusion on the CIP.

### **Recommendations on the CIP Project Modifications:**

The TAC discussed the possibility of creating a tiered system of funding by the BCWMC for projects, rather than the current “all or nothing” approach. The TAC recommended that the funding policy should address flood control as well as water quality projects. The TAC also recommended that the Commission consider directing staff to create a system of prioritization criteria based on the eight issue and policy categories in the BCWMC’s Watershed Management Plan. These categories are:

- Water quality
- Flooding and rate control
- Erosion and sediment control
- Stream restoration
- Wetland management
- Groundwater
- Public ditches
- Public involvement and public information

The TAC recommended that until the criteria are revised, that the Commission should continue its current system for including and funding projects in the BCWMC’s CIP. Thus, applying the current system, the New Hope Jordan Pipe project would not be recommended for inclusion on the CIP list. No conclusion was made regarding defining the Commission’s responsibility for the trunk system. It should be addressed during the recommended revision of the CIP project criteria.

Changes were made to the draft CIP project table (included). The 2014 Main Stem Watershed Ponding Areas project in Golden Valley was modified to only include BC-8, reducing the cost to \$285,000.

## **2. New Business**

### **a. Legal and Engineering Services Letters of Interest**

The Commission received one (1) Letter of Interest for legal counsel and eight (8) for engineering services.

### **Recommendations on the review of Letters of Interest:**

The TAC recommended that the Administrator tabulate the qualifications of the engineering firms and distribute the letters to the TAC for review at the March TAC meeting.

### **b. Spring flood modeling for prediction of effect of snow melt**

The Administrator mentioned that Nine Mile Creek Watershed District requested that their engineer prepare a proposal for modeling of spring flood levels due to snow melt. Several cities in that district had requested this assistance.

### **Recommendations on spring flood modeling**

The consensus was that cities have experience with this type of flooding and that, in the past, Barr has provided BCWMC's cities with modeling data for two different flood events. Barr will provide a memo on this information.

### **Other Business**

The next TAC meeting has been scheduled for Thursday, March 3, 2011. Future possible TAC issues include:

- Hydrologic and water quality modeling
- Review Education committee hand outs
- Rate control/volume monitoring
- How should TMDL project implementation be integrated into the CIP?
- Next Generation Watershed Plan
- TMDL categorical responsibilities and monitoring changes/additions necessary for oversight
- Additional CIP Review

# Recommended Bassett Creek Capital Improvements Program

## Revised February 9, 2011

Year	Project Description	Project Number	Estimated Cost	Proposed Assessment
2010	Restore Main Stem Channel, Crystal Border to Regent Ave.-Golden Valley/Crystal	2010CR	\$636,000 <sup>1</sup>	Approved Assessment <sup>7</sup>
2010	Restore Plymouth Creek, Medicine Lake to 26 <sup>th</sup> Ave-Plymouth	2010CR	\$965,000 <sup>2</sup>	Approved Assessment <sup>8</sup>
2011	Restore Main Stem Channel, Duluth St. to Crystal Border-Golden Valley	2011CR	\$580,200 <sup>3</sup>	Approved Assessment <sup>9</sup>
2011	Restore North Branch, 36 <sup>th</sup> Ave to Bassett Creek Park-Crystal	2011CR	\$834,900 <sup>3</sup>	Approved Assessment <sup>10</sup>
2012	Wirth Lake Outlet Modification (TMDL Implementation Project) – Golden Valley	WTH-4	\$250,000 <sup>4</sup>	\$175,000 – 2012 <sup>11</sup>
2012	Restore Main Stem Channel, Irving Ave to Golden Valley Road-Minneapolis	2012CR	\$600,000 <sup>4</sup>	\$600,000-2012
2012	Sweeney Lake Outlet Replacement – Golden Valley	FC-1	\$250,000 <sup>4</sup>	\$0 – 2012 <sup>12</sup>
2012	Schaper Pond Enhancements, Feasibility Study – Golden Valley	SL-1	\$50,000 <sup>4</sup>	\$50,000 – 2012
2013	Dredge Pond NB-07, Northwood Lake Watershed-Plymouth	NL-2	\$943,000 <sup>5</sup>	\$943,000-2013
2013	Lakeview Park Pond Medicine Lake Watershed – Golden Valley	ML-8	\$196,000	\$150,000 – 2013 \$46,000 – 2014
2014	Main Stem Watershed Ponding Areas-Golden Valley	BC-8	\$285,000 <sup>6</sup>	\$285,000 – 2014
2015	Main Stem Watershed Ponding Areas-Golden Valley-Minneapolis	BC-3,5,7	\$1,300,000 <sup>5</sup>	\$1,100,000-2015 \$200,000-2016
2016	Construct Ponds NB35A,B,C and 29A,B, Northwood Lake Watershed -New Hope	NL-1	\$595,000 <sup>5</sup>	\$595,000-2016
2016	Restore Plymouth Creek, 37 <sup>th</sup> Ave to 26 <sup>th</sup> Ave-Plymouth	2016CR	\$559,000 <sup>5</sup>	\$300,000-2016 \$259,000-2017
2017	Divert Lancaster Lane Storm Sewer Northwood Lake Watershed—New Hope	NL-3	\$59,000 <sup>5</sup>	\$59,000-2017

<sup>1</sup>August 2009, *Feasibility Report for Bassett Creek Restoration Project*

<sup>2</sup>July 2009, *Feasibility Report for Plymouth Creek Restoration Project*, current City of Plymouth estimate, \$770,000

<sup>3</sup>September, 2010, *Feasibility Reports for Channel Restoration*

<sup>4</sup>Bassett Creek CIP, 2010 Cost Update

<sup>5</sup>Bassett Creek CIP, 2008 Cost Update

<sup>6</sup>Bassett Creek CIP, 2011 Cost Update

<sup>7</sup>Approved 2010 assessment \$34,800, and approved 2011 assessment \$286,300; balance funded from grants and reserves

<sup>8</sup> Approved 2010 assessment \$902,462, balance funded from reserves

<sup>9</sup> Approved 2011 assessment \$160,700; balance funded from reserves

<sup>10</sup> Approved 2011 assessment \$415,400, balance funded from reserves

<sup>11</sup> Balance (\$75,000) funded through BWSR Clean Water Fund grant

<sup>12</sup> To be funded using flood control project long term maintenance funds

## Memorandum

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Company  
**Subject:** Item 6Ei – 2012 Major Plan Amendment Submittal  
BCWMC February 17, 2011 Meeting Agenda  
**Date:** February 10, 2011  
**Project:** 23/27-0051 2010 624/626

### 6Ei. Direct Submittal of a Major Plan Amendment and Amendment Process for the Wirth Outlet Modification and Main Stem Channel Restoration

#### Recommended/requested Commission actions:

1. Authorize Commission staff to submit a major plan amendment for review.
2. Authorize Commission staff to provide public notices for June and September public hearings.
3. Authorize Commission Engineer to attend Hennepin County public hearing on the amendment, if requested by Hennepin County.

#### Major Plan Amendment Submittal

The attached draft letter to the Board of Water and Soil Resources (BWSR) summarizes the proposed major plan amendment and process. The major plan amendment would modify the CIP to add two projects for 2012:

1. Restoration of 2.5 miles of the Main Stem of Bassett Creek from Irving Avenue North in Minneapolis to Golden Valley road in Golden Valley.
2. Modification of the outlet of Wirth Lake to prevent backflow from the creek during flooding which would reduce phosphorus loading to the lake as part of the Wirth Lake TMDL Implementation Plan.

To: Bassett Creek Watershed Management Commission  
From: Barr Engineering Company  
Subject: Item 6Ei – 2012 Major Plan Amendment  
Date: February 10, 2011  
Page: 2

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## Major Plan Amendment Schedule

The following proposed schedule is based on 1) the recently revised statute regarding the plan review and approval process, and 2) the Commission's process for ordering CIP projects and certifying the tax levy. The schedule assumes the major plan amendment is submitted for review by March 1, 2012.

• May 2	Review/comment period ends
• May 2 – June 16	BCWMC staff drafts proposed responses to comments (if any)
• June 16	<p>At regular meeting, the BCWMC:</p> <ul style="list-style-type: none"><li>• Reviews comments and recommended responses (if any)</li><li>• Approves issuance of responses (if applicable)</li><li>• Hears results of the feasibility studies</li><li>• Conducts public hearing on plan amendment</li><li>• Direct submittal of revised plan amendment and related documents to BWSR for final review and approval</li></ul> <p>Hennepin County has until the public hearing to let BCWMC know of their approval/disapproval of proposed CIP projects.</p>
• June 30 – August 19	BWSR metro subcommittee meeting to consider plan amendment and BCWMC responses to comments, and develop recommendation to full BWSR Board. (BCWMC attendance not likely needed at the committee meeting.)
• August 25	Full BWSR board meeting to review recommendations from BWSR metro subcommittee and approval of the plan amendment.
• September 15	<p>The BCWMC:</p> <ul style="list-style-type: none"><li>• Conducts 103B.251 public hearing and (presumably) orders projects</li><li>• Approves tax levy request and certifies levy to Hennepin County</li><li>• Approves contracts with cities to construct the projects (if ready)</li></ul>



February 28, 2011

**DRAFT**

Mr. Brad Wozney  
MN Board of Water and Soil Resources  
520 Lafayette Road N.  
St. Paul, MN 55155

**Re: Major Plan Amendment—Bassett Creek Watershed Management Commission's  
September 2004 "Watershed Management Plan"**

Dear Mr. Wozney:

The Bassett Creek Watershed Management Commission (BCWMC) proposes a major plan amendment to the September 2004 BCWMC *Watershed Management Plan* (BCWMC Plan). The proposed amendment would modify the following parts of the BCWMC Plan:

- Adding to the Capital Improvement Program (CIP) one project to restore 2.5 miles of the Main Stem of Bassett Creek from Irving Avenue North in Minneapolis to Golden Valley Road in Golden Valley.
- Adding to the CIP a project to modify the outlet of Wirth Lake to prevent backflow from the creek during flooding which would reduce phosphorus loading to the lake, as recommended in the Wirth Lake TMDL Implementation Plan.

The remainder of this letter describes the proposed BCWMC Plan modifications in more detail and the major plan amendment process.

### **Addition to the CIP— Main Stem of Bassett Creek through Minneapolis and Golden Valley**

The BCWMC Plan recognized the need to restore stream reaches damaged by erosion or affected by sedimentation. Section 7.0 of the BCWMC Plan describes the issue, the Commission's policies relating to channel restoration, and the benefit of stream restoration in preserving fisheries habitat and minimizing nutrient and sediment loads to the creek and downstream waters. The Commission established the Creek and Streambank Trunk System Maintenance, Repair and Sediment Removal Fund (the Restoration Fund) to address the issue. The Commission decided to assess the cities in the watershed \$25,000 annually to fund channel restoration projects (Restoration Fund). The cities conducted inventories of the channel reaches and the BCWMC Plan identified specific problem areas.

The main stem of Bassett Creek through Minneapolis and Golden Valley has numerous problem areas identified in the Minneapolis Park & Recreation Board (MPRB) Erosion Site Survey. The problems include degraded vegetative diversity and invasive species, steeply incised banks, areas of active bank erosion, and deposition of sediments.

The work to restore the channel in this area has been requested by the MPRB, which owns nearly all of the property adjacent to the creek. The MPRB is redeveloping a large portion of adjacent park area in Wirth Regional Park and desires to minimize the disruption to the park and coordinate the restoration work with the park development.

The Bassett Creek Minneapolis Main Stem channel restoration project proposed to be added to the CIP will consist of a variety of erosion control measures including:

- Rock vanes to direct flow away from eroding stream banks
- Check dams to prevent erosion of the stream bottom
- Armoring the banks
- Removing accumulated sediment
- Redirecting runoff that is contributing to slope failures
- Re-grading, stabilizing and re-vegetating slopes and the shoreline.

The total estimated cost of the restoration project is \$600,000.

### **Addition to the CIP— Wirth Lake Outlet Modification**

The Implementation Plan for the Wirth Lake TMDL calls for a project to modify the lake's existing outlet structure to prevent the flow of water from the creek to the lake during high-water flood events. Based on analysis of historic data, the modification of the Wirth Lake outlet will be required to achieve the annual load reductions prescribed in the TMDL allocations. The modifications would include replacing the existing bulkhead (or stationary head wall) with a fabricated steel lift gate. The lift gate would be raised with an electric motor and controls, to block back flow of the creek into Wirth Lake. This would prevent water from the creek from entering the lake during flood flows. The reductions in phosphorus that would be achieved are estimated to be sufficient to meet the water quality goals for the lake.

This is a new water quality project with BWSR grant funding that must be spent within two years. The total preliminary estimate of capital construction cost to modify the Wirth Lake outlet and install a gate and controls is \$250,000 including permitting and administration.

The revised CIP (Table 12-2 in the BCWMC Plan) showing both projects is attached to this request. The revised table shows the two additional projects, along with the completed and future CIP projects. The CIP shows the projects proposed to be completed from 2010 through 2018 and their estimated costs. The CIP also lists the completed CIP projects and the actual project costs; the year of completion is shown in the notes at the bottom of the table.

Also attached is a draft of the language within the BCWMC Plan that is proposed for change (Section 12.6.4, 2011 Major Plan Amendments). This language is in addition to the current plan text and does not replace any existing text.

### **Major Plan Amendment Process**

In accordance with MN Statute 103B.231, copies of this proposed plan amendment are being sent to the member cities, Hennepin County, Hennepin Conservation District, the Metropolitan Council, the state review agencies, MnDOT, and BWSR for their review and comment. Copies of the major plan amendment will also be made available on the BCWMC's website ([www.bassettcreekwmo.org](http://www.bassettcreekwmo.org)). Written comments should be sent to the Commission at the address shown below. The 60-day review period would end on **May 2, 2011**. Upon completion of the review period, the BCWMC will respond to comments, hold a public hearing on the plan amendment, and then submit the plan amendment to BWSR for Board approval.

These two projects are proposed to be constructed in 2012. For this to happen, the BCWMC must order the project and submit its tax levy request to Hennepin County by the end of September 2011.

Thank you for your review of this proposed amendment. We look forward to working with the BWSR staff to gain the BWSR Board's timely approval of this major plan amendment. After approval of the major plan amendment, but prior to ordering the projects in the amendment, the BCWMC will hold another public hearing to receive comments on the proposed projects.

Please call either Charlie LeFevre, Esq., the BCWMC's legal representative, at (612) 337-9215, or Len Kremer, P.E., the BCWMC's engineer, at (952) 832-2781 if you have any questions.

Sincerely,

Chair, Bassett Creek Watershed Management Commission

**Note: please send written comments to:**

Ms. Linda Loomis  
Bassett Creek Watershed Management Commission, Chairperson  
c/o Barr Engineering Co.  
4700 West 77<sup>th</sup> Street  
Minneapolis, MN 55435

Enclosures

c: Hennepin County – Mr. Joel Settles  
Hennepin Conservation District – Ms. Stacey Lijewski  
City of Crystal – Ms. Janet Lewis, City Clerk  
City of Golden Valley – Ms. Sue Virnig, City Clerk  
City of Medicine Lake – Ms. Nancy Pauly, City Clerk  
City of Minneapolis – Mr. Steven Ristuben, City Clerk  
City of Minnetonka – Mr. David Maeda, City Clerk  
City of New Hope – Ms. Valerie Leone, City Clerk  
City of Plymouth – Ms. Sandra Engdahl, City Clerk  
City of Robbinsdale – Mr. Tom Marshall, City Clerk  
City of St. Louis Park – Ms. Nancy Stroth, City Clerk  
Minnesota Department of Natural Resources – Ms. Charlotte Cohn  
Minnesota Pollution Control Agency – Mr. David L. Johnson  
Minnesota Department of Health – Mr. Art Persons  
Minnesota Department of Agriculture – Ms. Becky Balk  
Metropolitan Council – Ms. Judy Sventek  
Minnesota Department of Transportation – Nick Tiedeken  
Bassett Creek Watershed Management Commission



## Memorandum

To: Bassett Creek Watershed Management Commission  
From: Barr Engineering Co.  
Subject: Item 6Eii—Funding of 2012 Projects  
BCWMC February 17, 2011 Meeting Agenda  
Date: February 9, 2011  
Project: 23270051.31 2011

### 6Eii. Funding of 2012 Projects

#### Recommended/requested Commission actions:

1. Authorize use of Bassett CIP Reserve Funds for Plan Amendments and Feasibility Studies for proposed 2012 Bassett Creek Watershed Commission Projects.

### Background

To estimate the status of the Bassett Creek CIP reserve fund, staff first considered the costs of the current proposed projects and the project costs carried over from the previous year (Table 1 below):

**Table 1. Funds Needed for CIP Projects**

Project	Amount
Main Stem Channel Restoration, 2012, Irving Avenue to Golden Valley Road	\$600,000
Wirth Lake Outlet Modification, 2012, Wirth Lake TMDL Implementation	\$250,000
S1haper Park Feasibility Study, Sweeney Lake Implementation Plan	\$ 50,000
<b>Total Funds Needed</b>	<b>\$900,000</b>

To determine the availability of CIP Reserve Funds for 2012 projects, staff reviewed the status of the CIP project account to estimate the amount of funds available in the CIP reserve, as summarized in Table 2:

**Table 2. Status of CIP Project Account**

CIP Projects	Estimated Amount in Reserve
Floodproofing 2003	\$1,775
Medicine Lake – In-Lake Herbicide Treatments 2005, 2006, 2008	\$67,807
Medicine Lake – East Side Ponds 2004	(\$18,314)
Northwood Lake - Water Quality Treatment Ponds 2005	\$29,847
Westwood Lake - Flag Avenue Pond	\$86,135

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Co.  
**Subject:** Item 6Eii—Funding of 2012 Projects  
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<b>CIP Projects</b>	<b>Estimated Amount in Reserve</b>
West Medicine Lake Park Pond (substantially complete)	\$355,366
Lakeview Park Pond	(\$638)
Northwood Lake East Pond 2009	\$35,419
Crane Lake - Ramada Inn Pond	\$89,961
Sweeney Branch Channel Stabilization	\$114,243
Wirth Lake - Pond and Alum Treatment	\$169,909
Resource Management Plan	(\$57,094)
Main Stem Bassett Creek Channel Stabilization, 2010, Crystal Border to Regent	\$300,000
Plymouth Creek Channel Stabilization, 2010, Medicine Lake to 26th Ave	\$250,000
Main Stem Bassett Creek Channel Stabilization, 2011, Wisconsin Avenue to Crystal Border, transfer from reserve funds	(\$419,500)
North Branch Bassett Creek Channel Stabilization, 2011, 36 <sup>th</sup> to Bassett Creek Park, transfer from reserve funds	(\$419,500)
<b>Total Estimated CIP Reserve Balance</b>	<b>\$585,416</b>

Assuming that \$585,000 will be available in the CIP reserve, there will be about \$285,000 (\$585,000 - \$300,000 target reserve balance) available for the proposed 2012 Main Stem Restoration project, the 2012 Wirth Lake Outlet modification project and the Schaper Park feasibility study.

In summary, based on these estimates it appears that the levy for 2012 for all three projects will be between \$500,000 and \$600,000 as summarized below. This is less than the proposed maximum levy of \$935,000.

**Table 3. 2012 Proposed CIP Projects and Estimated Levy:**

Main Stem Restoration Estimated Project Cost <sup>1</sup>	\$600,000
Wirth Lake Outlet Modification Estimated Project Cost	\$250,000
Schaper Park feasibility Study	\$ 50,000
Less BWSR Grant Received for Wirth Lake Project	-\$75,000
Transfer from CIP Reserve	-\$285,000
<b>Estimated 2012 Levy</b>	<b>\$540,000</b>

## **BCWMC Education & Public Outreach Committee Meeting**

**February 8, 2011 - 10:30 a.m. – Plymouth City Hall**

Members present: Liz Thornton, Margie Vigoren, Ted Hoshal and Pauline Langsdorf

### **Education and Public Outreach Plan (EOP)**

The committee revised the *Draft EOP*. The *Draft EOP* will be submitted to the BCWMC administrator, Geoff Nash when edits are completed.

### **Blue Thumb**

The committee recommends that Amy Herbert be designated as the *Partner Representative* on the agreement with Blue Thumb. This means that she will receive the communications that the BCWMC receives from Blue Thumb. The communication can then be passed on to the Education/Outreach committee.

The committee recommends that BCWMC order 400 copies of the brochure *The Secret to Leisurely Landscaping*, provided the cost does not exceed \$100. This brochure contains information about the benefits of using native plants to improve water quality and to help with shoreline erosion. It also has information on raingardens. The purchase should be charged to the 2011 Education & Public Outreach line item in the budget. This brochure will be used at public events and be shared with our member cities.

### **Future Commitments**

Plymouth Yard and Garden Expo – April 8<sup>th</sup> (late afternoon and evening) & April 9<sup>th</sup> (morning)

Zachary Lake Elementary School – Environmental Quality Fair – May 12<sup>th</sup> (5:30 -8:00 p.m.)

### **Future Meetings**

We have not scheduled a BCWMC Education/Outreach Committee meeting in March.

WMWA meets on March 8<sup>th</sup> at 8:30 a.m. at Plymouth City Hall

Notes by Pauline Langsdorf

## **BCWMC Education and Public Outreach Meeting**

**January 26, 2011 – 9:00 a.m. – Plymouth City Hall**

**Members present:** Margie Vigoren, Mary Gwin-Lenth, Liz Thornton, Stu Stockhaus, Ted Hoshal and Pauline Langsdorf

### **WMWA Workshops in Partnership with Hennepin County Environmental Services, Three Rivers Park District and the Freshwater Institute**

It was reported that all WMO's in WMWA (Bassett Creek, Shingle Creek, West Mississippi, Elm Creek and Pioneer/Sarah) have agreed to financially support this series of workshops scheduled to begin on March 23. In February, invitations will go out to city elected officials, advisory commission members, and city staff. The topics the workshops will address are: stormwater volume management to reduce runoff; nutrient management to improve water quality; and integrating TMDLs into city planning and management.

### **Website Update**

We are pleased that some of the changes requested for the education section of our website have been completed.

### **Newspaper Articles**

We recommend that a writer be hired to ghost write a guest column about the benefits of rain gardens. We suggest that this article go out under our administrator's name. Since the Metro Blooms rain garden workshops will be held in the spring we would like to have the article written for submittal in mid-to-late March. We will consult with our administrator as to how to proceed with this recommendation. The amount budgeted for a writer in 2011 is less than was budgeted in 2010. We have one article that was written last year that remains to be submitted to the local paper. The topic of this article is lake shore restoration. We suggest that this article be submitted late summer or early fall.

Commissioner Hoshal told us about a couple of ideas he has for articles he may submit to his city's newsletter.

### **Education and Outreach Plan (EOP)**

Most of the meeting was spent on reviewing edits and additions to our draft EOP. We decided to meet on February 8<sup>th</sup> to review our edits from this 1/26/11 meeting before submitting it to our administrator.

### **Change of Chair of Education and Outreach Committee**

Pauline reminded us that she will not be available to chair the committee for the coming year. We are anxious to find someone who will take on this responsibility. We are pleased with the work we have done, and our proposed EOP requires someone to coordinate these activities. Pauline expressed deep appreciation to our committee members of how dedicated they have been to share their talents in our watershed education outreach. She especially mentioned how invaluable Margie Vigoren and her incites have been to the success of this committee. Bassett Creek has greatly benefited from the program Margie developed in City of Plymouth for watershed educational outreach.

### **Ted Hoshal's Pictures of Mission Farms on Medicine Lake**

Ted has collected approximately 80 post cards about the history of Mission Farms which is located on the north side of Medicine Lake. He has assembled them into an educational powerpoint presentation. The history of this property at the north end of Medicine Lake is very interesting. Besides the current site, The Missions Farms formerly owned a considerable amount of additional land which is now part of French Park.

### **Upcoming Meetings**

Tuesday, February 8 – WMWA, 8:30 a.m. – at Plymouth City Hall

Tuesday, February 8 – BCWMC Education and Public Outreach Committee – 10:30 a.m. – at Plymouth City Hall (following the WMWA meeting)

Notes by Pauline Langsdorf

To: BCWMC  
RE WMWA 2/8/11 Meeting  
From: Pauline Langsdorf  
Date: February 9, 2011

**Protecting Our Water Resources – a forum for policymakers**

Hennepin County Environmental Services (HCES) will publicize these workshops. All cities within the five WMWA watersheds have been asked to provide information on how to contact their council members, city staff and advisory commissions. Some cities provided all of the information others provided more limited information. HCES will send information to those whose contact information was provided to us. On-line registration will be handled by The Freshwater Society. There will be a \$10 registration fee for each workshop.

**Forum/Workshop 1: A Path to Clean Water through Volume Management (*urban/suburban*)**  
**March 23 – 5:30 PM** - Maple Grove City Hall – 12800 Arbor Lakes Parkway, Maple Grove

**Forum/Workshop 1: A Path to Clean Water through Volume Management (*rural/suburban*)**  
**March 30 – 5:30 PM** – Baker Park Near Wilderness Lodge, 4001 Co. Road 24, Maple Plain

**Forum/Workshop 2: A Path to Understanding Nutrient Management (*urban/suburban*)**  
**May 18 – 5:30 PM** – Clubhouse at Edinburgh USA, 8700 Edinbrook Crossing, Brooklyn Park

**Forum/Workshop 2: A Path to Understanding Nutrient Management (*rural/suburban*)**  
**May 25 – 5:30 PM**- Hennepin County Public Works Bldg., 1600 Prairie Drive, Medina

**Forum/Workshop 3: A Path to Understanding TMDLs and Water Management**  
**Sept. 21 – 5:30 PM** - Brookview Community Center, 200 Brookview Parkway, Golden Valley

**Metro Blooms Raingarden Workshops**

Those planned to date and located in this area are:

<b>Sponsoring Cities or other Organization</b>	<b>Location of Workshop</b>	<b>Date and Time</b>
New Hope, Crystal, Golden Valley	Meadow Lake Elementary School in New Hope	April 14: 6:00-9:00 PM
Champlin/Brooklyn Park – Academy of Math and Sciences	Champlin/BP – Academy of Math and Science (cafeteria)	March 26: 9:30 AM – 12:30 PM
Brooklyn Center Library	Brookdale Library	April 30: 1:00-4:00 PM
City of Plymouth – St. Barnabas Church	St. Barnabas Church – Plymouth	May 12



Geoff Nash, P.G.  
Watershed Consulting, LLC

Administrator's Report  
Bassett Creek Watershed Management Commission  
February 10, 2011

1. Submitted required summary reporting information and photos to BWSR for Wirth Lake Outlet Structure grant as part of Clean Water Stories outreach effort by BWSR.
2. Worked on BWSR Clean Water grant Work Plan for Wirth Lake Outlet Structure grant. Work Plan is due by March 1.
3. Received BWSR's Grant Agreement for the Wirth Lake Outlet Structure project. This requires a signature by our Authorized Representative. See packet.
4. Met with Administrative Services Committee to finish review of the Policy Manual. The next step will be to bring it before the Board for review. This will likely involve an additional meeting of the entire Board.
5. Received feedback from several TAC members on the fourth questionnaire on what issues of related to Public Education & Involvement, Water Quality, and Wetlands need to be considered in the Next Generation Plan. Also sent questionnaire to the Commissioners for their information.
6. Met with TAC on February 4 to discuss the draft CIP table and completed TAC meeting memo.
7. Tabulated Letter of Interest responses for legal counsel and engineering consultants. See TAC memo. See packet for list of consultants and discussion of Board options.
8. Attended BWSR online Webinar to learn details of grant reporting.
9. Received Lost Lake Vegetation Management Plan from DNR for possible review. Forwarded Plan to Barr. The Board previously determined that BCWMC would not take part in the Plan.
10. Responded to Education and Outreach Committee requests for information and passed emails between Committee members.
11. Received Annual Senior Envirothon brochure from the Metro Area Soil and Water Conservation Districts. Organizers are seeking financial sponsors. Any amount accepted, but donors of \$250 get their logo on the event t-shirts. I have been a judge in the past and wrote the Groundwater exam last year. Information will be available at the Board meeting.
12. Spoke to Brad Wozney, BWSR, and confirmed that he can make a presentation on new Watershed Management Plans rules at the March 17 Board meeting.
13. I was notified by Caroline Amplatz that Braun Intertec was not available to make a presentation on Whole Lake Aeration of Sweeney Lake at the March Board meeting. Caroline will notify me when Braun is available.
14. Met with representatives of the DNR, Lower Minnesota River WD, Nine Mile Creek WD, and Minnehaha Creek WD to discuss groundwater monitoring across Hennepin County.





**FY 2011 STATE OF MINNESOTA  
BOARD OF WATER AND SOIL RESOURCES  
COMPETITIVE GRANTS PROGRAM GRANT AGREEMENT**

**Vendor Number: 200535028-00**

**PO #: 17933**

<b>P1 #:</b>			<b>Date Paid #1:</b>			<b>P2 #:</b>		<b>Date Paid #2:</b>	
<b>Line</b>	<b>FY</b>	<b>Fund</b>	<b>Agency</b>	<b>Org</b>	<b>Appr Unit</b>	<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	
01	11	352	R9P	2SSA	C10	5E20	S CWF SSTS Enhancement to Abatement	\$	
02	11	352	R9P	2WMO	C03	5E20	CWF Runoff Reduction	\$ 75,000	
03	11	352	R9P	2WMO	C15	5E20	CWF Runoff Reduction	\$	
04	11	352	R9P	2NPR	C04	5E20	CWF Clean Water Assistance	\$	
05	11	352	R9P	2CWA	C06	5E20	S CWF Feedlot Water Quality to CWA	\$	
06	11	352	R9P	2SLD	C07	5E20	CWF Shoreland Improvement	\$	
07	11	352	R9P	2CRD	C07	5E20	CWF Conservation Drainage	\$	
08	11	352	R9P	2NPT	C09	5E20	CWF Restoration Tech. Assistance	\$	
09	11	352	R9P	2SST	C10	5E20	CWF SSTS Enhancement	\$	
10	11	352	R9P	2SSB	C10	5E20	S CWF SSTS Enhancement to CWA	\$	
11	11	200	R9P	2SST	NRS	5E20	SSTS Inventory	\$	

This grant agreement is between the State of Minnesota, acting through its Board of Water and Soil Resources (Board), and **Bassett Creek Watershed Management Commission, 6920 Hillcrest Lane, Edina, MN 55435.**

**Project Number: C11-124**

**Grant Amount: \$ 75,000**

**Recitals**

1. The Laws of Minnesota 2009, Chapter 172, Art. 2, Sec. 6; and the funds appropriated to MPCA and transferred to BWSR, established funding for the fiscal year 2011 Competitive Grants Program.
2. Minnesota Statutes 103B.101, subd. 9 (1), and 103B.3369, authorize the Board to award this grant.
3. The Grantee has submitted a BWSR approved work plan for this Program which is incorporated into this Agreement.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State.
5. As a condition of the grant, Grantee agrees to minimize administration costs.

**Grant Agreement**

**Authorized Representatives**

The State's Authorized Representative is David Weirens, BWSR Land & Water Section Administrator, 520 Lafayette Road North, Saint Paul, MN 55155, 651-297-3432, or his successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services and performance provided under this grant agreement.

The Grantee's Authorized Representative is **NAME, TITLE**  
**ADDRESS**  
**CITY**  
**TELEPHONE NUMBER**

If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

**1 Term of Grant Agreement**

- 1.1 **Effective date:** January 1, 2011, or the date the State obtains all required signatures under Minn. Stat. § 16B.98, Subd.5, whichever is later. **The Grantee must not begin work under this grant contract until this contract is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.**
- 1.2 **Expiration date:** December 31, 2012, or until all obligations have been satisfactorily fulfilled, whichever comes first.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract: 7. Liability; 8. State Audits; 9. Government Data Practices; 11. Governing Law, Jurisdiction, and Venue.

## **2 Grantee's Duties**

The Grantee is responsible for the specific duties for the Program as follows:

- 2.1 **Implementation.** The Grantee will implement the work plan, which is incorporated into this Agreement by reference, and located in the Board's Office in St. Paul.
- 2.2 **Reporting.** All data and information provided in a Grantee's report shall be considered public.
  - 2.2.1 The Grantee will submit a semi-annual progress report to the Board by February 1 and August 1 of each year on the status of program implementation by the Grantee. Information provided must conform to the requirements and formats set by the Board.
  - 2.2.2 Display on its website the previous calendar year's detailed information on the expenditure of grant funds and measurable outcomes as a result of the expenditure of funds according to the format specified by the BWSR, by March 15 of each year.
  - 2.2.3 The Grantee will submit a final progress report to the Board by February 1 of 2013. Information provided must conform to the requirements and formats set by the Board.

## **3 Time**

The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence.

## **4 Terms of Payment**

- 4.1 Payment will be made in two installments by the Board. The first payment of ninety percent (90%) of the Grant Amount stated on page one will be paid promptly after the effective date of this grant agreement. The second payment of ten percent (10%) will be paid promptly after Board approval of Grantee's final report.
- 4.2 Any grant funds remaining unspent after the end of the expiration date stated above will be returned to the Board within one month of that date.
- 4.3 The obligation of the State under this grant agreement will not exceed the amount stated above.

## **5 Conditions of Payment**

All services provided by the Grantee under this grant agreement must be performed to the State's satisfaction, as set forth in this agreement and in the BWSR approved workplan for this program. Compliance will be determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

## **6 Assignment, Amendments, and Waiver**

- 6.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this grant agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 6.2 **Amendments.** Any amendment to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.
- 6.3 **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or its right to enforce it.

## **7 Liability**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant agreement.

## **8 State Audits**

Under Minn. Stat. § 16B.98, subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements whichever is later.

- 8.1 The books, records, documents, accounting procedures and practices of the Grantee and its designated local units of government and contractors relevant to this Grant, may be examined at any time by the Board or Board's designee and are subject to verification. The Grantee or delegated local unit of government will maintain records relating to the receipt and expenditure of grant funds.
- 8.2 The Grantee or designated local unit of government implementing this Agreement will provide for an audit that meets the standards of the Office of State Auditor. The audit must cover the duration of the Agreement Period and be performed within one year after the end of the Agreement Period or when routinely audited, whichever occurs first. Copies of the audit report must be provided to the Board if requested.

**9 Government Data Practices**

The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State.

**10 Workers' Compensation**

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

**11 Governing Law, Jurisdiction, and Venue**

Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**12 Termination**

The State may cancel this grant agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

**13 Data Disclosure**

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

**14 Prevailing Wage**

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

**15 Signage**

It is the responsibility of the Grantee to comply with requirements for project signage, as provided in Laws of Minnesota 2009, Chapter 172, Article 5, Section 10, for Clean Water Fund projects.

**16 Constitutional Compliance**

It is the responsibility of the Grantee to comply with requirements of the Minnesota Constitution regarding use of Clean Water Funds to supplement traditional sources of funding.

**IN WITNESS WHEREOF**, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.

**APPROVED:**

**Bassett Creek Watershed Management  
Commission**

BY: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_

**Board of Water and Soil Resources**

BY: \_\_\_\_\_  
TITLE: Land & Water Section Administrator  
DATE: \_\_\_\_\_

H:11CGPGA



# Lake Vegetation Management Plan

- ☐ Variance Requested by Cooperator  
☐ Variance Approved (see Section VI)

## Section I: Lake Information

Name: Lost Lake DOW Number: 27010300 County: Hennepin  
Fisheries Area: West Metro Surface Acres: 20 Littoral Acres: 20  
Classification: ☐ Natural Environment ☐ Recreational Development ☒ General Development  
Cooperator(s): Lost Lake Improvement Association, Bassetts Creek Watershed Management  
Commission (BCWMC), City of Plymouth, and the MN DNR.

## Section II: Water Quality and Plant Community

### A. Water Quality

<input checked="" type="checkbox"/> Total Phosphorus:	Mean: 174 ppb	Date: 1997	Jun-Sept Summer Avg.
<input checked="" type="checkbox"/> Secchi Disc:	Mean: 1.1m	Date: 1997	Jun-Sept Summer Avg.
<input checked="" type="checkbox"/> chlorophyll 'a':	Mean: 101 ppb	Date: 1997	Jun-Sept Summer Avg.

Narrative (describe water quality concerns, quantify TSI):

Carlson Trophic Status for Total Phosphorus: 78

Carlson Trophic Status for Chlorophyll-a: 75

Carlson Trophic Status for Secchi Disk: 58.0

Overall Trophic Status: Hypereutrophic

Lost Lake is a Hypereutrophic lake; the water quality is poor, and has been poor since at least the early 1970's. The poor water quality may be attributed in part to historical nutrient inputs and a general lack of aquatic plants in the lake. Historically Lost lake has received a high amount of aquatic plant and algae control, this most likely has resulted in a depauperate plant community, poor water quality and a hypereutrophic state.

\*\*\*\*\*Bassett Creek Commission Comments????}

### B. Plant Community:

Narrative (describe plant community, list common, rare, or other important aquatic plant species, list plant surveys): Aquatic plants are valuable for a number of ecological and biological functions including, stabilizing bottom sediments and shorelines, providing shelter for a variety of game and non-game fish and aquatic insects, and providing food for waterfowl and other wading birds and mammals.

The Bassetts Creek Watershed Management Commission (BCWMC) contracted Barr Engineering to conduct a plant survey 1997. In 1997 the plant community was non existant, the lake was and continues to be dominated by algal blooms as idicated by historicaly poor secchi disc readings and high levels of nutrients in the lake. In 2010 The MN DNR conducted two point intercept aquaquatic plant survys, one in early July and the other in late August. Canada Waterweed



# Lake Vegetation Management Plan

was the most abundant plant found in the lake and was documented at 73% of the sites in July but only 11% in August. The 2010 plant survey noted curly-leaf pondweed (CLP) was found at 6 sites at a frequency of 5% in June and was not found at all in the August survey, 27% of the sites were devoid of aquatic plants in the July survey. In the August survey, 88% of the sites contained no aquatic plants.

Currently, Lost Lake has few native aquatic plants and a low occurrence of invasive plants (CLP). Implementation strategies outlined in this plan will help to increase native aquatic plant populations and continue the trend of decline of non-native plants in Lost Lake. Strategies will also include built-in flexibility, to address management/control of invasive species if they become a problem in the future.

Summary of Plant Surveys from 2010 (percent frequency):

Taxa	July 2010	Aug 2010
Canada Waterweed	73.0%	11.0%
Muskgrass	2.0%	0.0%
Curlyleaf Pondweed	5.0%	0.0%
Narrow leaf pondweed grp	2.0%	0.0%
No Plants	27%	88.0%

### **Section III: Public Input Process** (narrative):

Letters were sent to the Lost Lake Improvement Association, City of Plymouth, State Representatives and Senators and Bassett's Creek Watershed Management Commission (BCWMC), explaining that the clause allowing Lost Lake to chemically treat a greater percentage of aquatic plants within the littoral area than in the rest of the lakes in Minnesota is set to expire by April 15, 2014. Before this clause expires, Minnesota DNR is required to create a lake vegetation management plan (LVMP) to identify aquatic plant management issues in Lost Lake and develop a specific plan to address the issues, if needed. The MN DNR is partnering with the Lost Lake Improvement Association, (BCWMC), and the City of Plymouth to create this lake vegetation management plan (LVMP) for Lost Lake.

DNR representatives met with the Lost Lake Improvement Association board, BCWMC and the city of Plymouth on November 22, 2010 and on January 5, 2011 to discuss the issues with the development and implementation of the LVMP and what the potential affects may be for the lakeshore owners. From the discussion there were two main goals identified. The first was to maintain/improve the ability to paddle and boat on the lake and the second was to reclaim the ability to swim in the lake. Lost Lake's water quality is poor and all parties recognize the need to improve the water quality. It was also noted during the meetings that it will be important to build flexibility into the plan to be able to address invasive species if they become a problem in the future.



# Lake Vegetation Management Plan

A committee is set to meet to discuss and review the drafts of the LVMP. Once the Draft LVMP is developed, a public notice will be posted in the local paper, a public meeting will be held, and then a 30 day public comment period will be provided.

\*\*\*\*\*{This area will be filled in with more detail as it happens}

The Lost Lake Improvement Association recognizes that they will be responsible for organizing permit requests for treatment; obtaining permission from landowners for near shore property management (areas less than 150 feet from shore); ensuring that water quality and plant community monitoring is done in accordance with DNR guidelines (if required); and reports of annual activities and ongoing monitoring results are submitted.

## **Section IV: Problems to be Addressed in this Plan** (narrative):

The Minnesota Department of Natural Resources (DNR) revised the aquatic plant management (APM) rules on April 15, 2009 (MN Rule 6280). The clause within the revised rule allowing Lost Lake to chemically treat a greater percentage of littoral area than the rest of the lakes in Minnesota is set to expire by April 15, 2014. The DNR is required to develop a lake vegetation management plan (LVMP) for Lost Lake before the clause expires. This LVMP will serve as a guide for the management of aquatic plants in Lost Lake. The LVMP is a document the DNR develops in partnership with the public to address aquatic plant issues on a lake resulting in a targeted management plan to address those issues. The problems addressed in this LVMP include: maintaining/improving the recreational activities of swimming and boating and improving water quality, as well. Ensuring plan flexibility so invasive species management can be address if they become a problem in the future.

## **Section V: Goals for Management of Aquatic Plants** (narrative, include a description of efforts to protect rare features):

There are four goals to be addressed in this lake vegetation management plan to ensure the indentified problems are addressed:

- 1) Identify strategies to enhance recreational use of the lake (i.e. Swimming and boating etc...)
- 2) Increase abundance and distribution of native submersed aquatic plants throughout the growing season.
- 3) Improve water quality.
- 4) Build in flexibility to address invasive aquatic plants like Eurasian Watermilfoil (EWM) and CLP if they become a problem.

\* The Lost Lake Improvement Association is encouraged to actively pursue partnerships and potential grant opportunities to restore the vegetative buffer around Lost Lake. The DNR is supportive of this endeavor and encourages the Lake Improvement Association on this potential action. The DNR also encourages the Lake Association to pursue cost share and grant programs such as the MN DNR Shoreland Restoration Grants to achieve this outcome.

\*\*\*\*\*Bassett Creek Comments????



# Lake Vegetation Management Plan



# Lake Vegetation Management Plan

## **Section VI: Treatment Plan** (map marked with areas where control of plants is anticipated):

### A. Commons Area (>150' from shore)

☒ Mechanical Control: Maximum total treatment acres 10 acres to be treated, 50 % of littoral area

Narrative: Guidelines for aquatic plant management are described in MN rule 6280. Mechanical control of aquatic plants is allowed up to 50% of the littoral area. The cumulative amount of mechanical and chemical aquatic plant control may not exceed 50% of the littoral area. Currently, mechanical treatment is not anticipated

☒ Herbicide Control: Maximum total acreage allowed with chemical treatment is 5 acres to be treated, 25 % of littoral area

Product(s): Endothall (such as Aquathol K or Aquathol Super K) for curlyleaf pondweed (CLP). Any MN Dept of Agriculture approved aquatic herbicides for nuisance control of aquatic plants.

Rate of Application: Endothall: 0.75 -1.0 ppm for Curly Leaf pondweed control, and approved herbicide label rates for nuisance control of aquatic plants.

Timing of Application: Early spring between the temperatures of 50-60 degrees F for Curly Leaf pondweed control, to reduce damage to native plants and to prevent turion development.

Narrative: Aquatic plants are valuable for a number of ecological and biological functions including utilizing nutrients that would otherwise be available to algae, stabilizing bottom sediments and shorelines, providing shelter for a variety of game and non-game fish and aquatic insects, and providing food for waterfowl and other wading birds. There is evidence that removal of submersed aquatic plant through the use of herbicide can harm lakes (such as reductions in populations of vegetation-dependent fish, removal of nursery habitat for fish, removal of habitat for invertebrates (food source for waterfowl and fish), and reductions in water quality). Cumulative loss of aquatic plants (especially when coupled with nutrient loading) can lead to drastic ecological changes in lakes causing the lake to have low water clarity, become algae dominated with little to no rooted aquatic plants, and shift to disturbance-tolerant fish species such as bullhead, carp and fathead minnows (Engle 1990; Wilcox and Meeker 1992; Scheffer and Carpenter 2003; Egertson and Downing 2004, Herwig et al 2004).

Pesticide control of aquatic plants in public water may not exceed 15% of the littoral area, except that on waters that are 20 acres and less (i.e. Lost lake; MN Rule 6280.0450 Subp.4A), pesticide control may be permitted on up to five acres or one-half the surface area, whichever is less. This is a level of plant control the DNR has confidence in that will allow riparian owners access to the lake while maintaining the basic functions and benefits that aquatic plants provide. Most lakes never reach the State wide 15% limit (i.e. for lakes 20 acres and larger per MN 6280.0450 Subp.4A) using chemicals to control aquatic plants. A variance is required to remove





# Lake Vegetation Management Plan

more than five acres or 25% of the littoral area in Lost Lake, and monitoring of the plant community and the water quality is required to ensure that cumulative impacts of aquatic plant removal are not resulting in harm to the lake.

One of the situations the DNR considers issuing a variance to the 15% limit is for the selective control of invasive species to enhance ecological and recreational benefits. Currently, invasive species (Curly leaf pondweed) do not make up a significant proportion of the plant community in Lost Lake and are not ecological or recreational nuisance within the lake at this time. If invasive species become an ecological or recreational problem, this LVMP may be amended to include a DNR approved treatment regime. There are no treatment regimes that are 100% selective for invasive species. However, there are some treatment regimes that are more selective using low dose, targeted herbicides, and timing of treatment to reduce the impacts to native plants. The above information on herbicides, timing, and target concentration are the current understanding of "selective control" for CLP and EWM. Selective control of invasive species is an evolving science and the treatment protocol may change as new information becomes available.

☐ Other:                      acres to be treated,                      % of littoral area

Narrative:

## B. Individual Permit Standards (new permits)

Chemical Treatment of Submerged Vegetation: individual shorelines may be allowed to treat up to 100 feet or half the property's shoreline whichever is less except for properties that have less than 70 feet of shoreline may treat up to 35 feet along shore 100 feet lakeward

Narrative: Permit requests are subject to inspection and the aforementioned limits are maximums allowed for native species control. Selective control of invasive submerged aquatic plant species may be allowed to treat up to the entire frontage of the shoreline given that the stand of invasive species is nearly a monoculture, very dense and matted, and there are not native species present that would be affected by the "selective treatment".

Permit standards for individual shorelines are in place to ensure each shoreline retains some aquatic habitat. Near-shore habitat, which are the most frequent targets for control efforts by shoreline property owners, are particularly important for water quality improvement and maintenance and as habitat for young or small fish, and have the greatest diversity of non-game fish and amphibians (Poe et al. 1986; Bryan and Scarnecchia 1992; Weaver et al. 1992). Many species of mammals and waterfowl depend on these aquatic plants for food and nesting sites and are especially important for laying females whose reproductive success is closely tied to the availability of aquatic plants (Krull 1970; Bellrose 1976; Batt et al. 1992: 7-9). Development is increasing on lakes (particularly in the metro area) and entire reaches of near-shore habitat have been impacted through development. Having restrictions on the amount of shoreline individual properties can treat, allows each property owner to have access to the lake while retaining some of the near-shore habitat that is so critical for fish and wildlife and water quality. These



# Lake Vegetation Management Plan

restrictions also allow for an equitable distribution of aquatic plant management activities among all riparian property owners while mitigating negative cumulative impacts on the lake as a whole.

Treatment of Emergent Vegetation:                      feet along shore to open water

Narrative: Individuals who would like to remove emergent vegetation to maintain access to open water may apply for a permit to keep the the current level and amount of cattails. The neccessity of removal to create an access channel will be assessed by the DNR before a permit is issued.

Other Treatment -                      :                      feet along shore                      feet lakeward

Narrative:

## **Section VII: Funding** [check all that apply]

- ☒ Lake Association
- ☐ DNR Grant
- ☐ Lake Improvement District (LID)
- ☐ Conservation District
- ☐ Other (please describe) \_\_\_\_\_



# Lake Vegetation Management Plan

**Section VIII:** The commissioner may issue APM permits with a variance from one or more of the provisions of parts 6280.0250, subpart 4, and 6280.0350, except that no variance may be issued for part 6280.0250, subpart 4, items B and C. Variances may be issued to control invasive aquatic plants, protect or improve aquatic resources, provide riparian access, or enhance recreational use on public waters (6280.1000, subpart 1). Variance(s) and Justification(s) [check all that apply]

- ☐ Application of pesticides to control submerged vegetation in more than 15 percent of the littoral area (M.R. 6280.0350, Subp. 4, A). (list justification below)
- ☐ Application of pesticides to control aquatic macrophytes in natural environment lakes established pursuant to part 6120.3000 (M.R. 6280.0250, Subp. 4, E.). (list justification below)
- ☐ Mechanical control of aquatic macrophytes in more than 50 percent of the littoral area (M.R. 6280.0350, Subp. 3, B). (list justification below)
- ☐ Other (please explain)

Justifications (identify which variance and provide the rational for all items checked above):

A variance has not been issued at this time for Lost Lake. However, if invasive species become an ecological and recreational problem, the DNR and the cooperators will evaluate the conditions of the lake to determine the best course of action. This LVMP may be amended at that time to include a variance and a DNR approved treatment regime to target the invasive species if that is the agreed upon course of action. If a variance is issued then monitoring would be required to ensure that the treatments are having the desired affect and that the treatment regime is not doing more harm to the lake then good. Required monitoring would be for water quality, invasive species, and native aquatic vegetation as described below.

- 
- ☐ Variance approved without condition(s)
  - ☐ Variance approved with following conditions(s):

- ☐ Pretreatment data collection

**Narrative:** pre-treatment data would include a pre-treatment point intercept inventory of the aquatic plant community and water quality data to serve as baseline data to compare the effectiveness of the treatment regime and to determine the impacts on the lake.

- ☐ Post treatment data collection

**Narrative:** At least one point-intercept survey will occur annually during the peak growth of native vegetation (late June through August). It will be the responsibility of the lake association to make sure a point intercept is conducted. Again, reliable water quality data must also be collected throughout the season. The survey reports and water quality data



# Lake Vegetation Management Plan

must be provided to the DNR, by the lake association, and other interested parties upon completion or by the fall of each year.

☐ **Evaluation**

**Narrative:** The DNR, in conjunction with other interested parties, will review the point-intercept survey(s) and water quality results annually. If the point-intercept surveys or water quality data reveal that the herbicide treatments appear to be doing more harm than good, treatments may be ceased at the discretion of the DNR. Examples of reasons to stop treatments include, but are not limited to, notable decreases in water quality and obvious decreases in native vegetation. If treatments are ceased, the DNR will work with the association to develop an alternative management strategy.

☐ **Other:**

**Narrative:**



# Lake Vegetation Management Plan

## **Section IX: Signatures**

This Lake Vegetation Management Plan is in effect for 5 years from date of Regional Fisheries approval. If the plan is not renewed then permits will be issued according to standards listed MR 6280.

DNR Approval

Submitted By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

_____	_____
Area Fisheries Supervisor	Date
_____	_____
Regional Fisheries Approval	Date
_____	_____
Regional Ecological Resources Approval	Date

---

I affirm that I am an authorized representative of Lost Lake Improvement Association and acknowledge participation in the development and implementation of this lake vegetation management plan.

_____	_____
Cooperator's Signature and Title	Date

Either party may terminate participation in this plan at any time, with or without cause, upon 30 days' written notice to the other party. If participation is terminated, permits will be issued according to standards listed MR 6280.



# Lake Vegetation Management Plan

## Glossary of Terms:

**Lake Vegetation Management Plan (LVMP):** An LVMP is a document the DNR develops with public input to address aquatic plant issues on a lake. It seeks to balance riparian property owners' interest in use of shoreland and access to the lake with the preservation of aquatic plants, which are important to a lake's ecological health.

**Total Phosphorus:** The measure of the total concentration of phosphorus present in a water sample. Phosphorus is typically the nutrient that limits aquatic plant and algae growth in freshwater lakes and enters a lake through both point-source and nonpoint-sources.

**Secchi Disc:** A circular disc used to measure water transparency in lakes. The disc is slowly lowered into the water and the depth at which it is no longer visible is recorded as the Secchi Depth and is an indicator of water clarity.

**Chlorophyll 'a':** The measure of primary productivity, the rate at which light energy is incorporated into plant cells. Chlorophyll is responsible for the green color of plants and leaves.

**Mesotrophic Lake:** A lake with an intermediate level of productivity. Located on the continuum between low productivity oligotrophic lakes and high productivity eutrophic or hyper-eutrophic lakes. These lakes typically have clear water and moderate levels of submerged aquatic plants.

**Transect Survey:** A sample methodology in which lines perpendicular to shore are sampled from the shoreline lakeward. Multiple transects located around the lake are used to give an indication of plant species present.

**Point-Intercept Survey:** A sample methodology in which a grid of evenly spaced points is overlaid over the lake and a sample is taken at each point to determine presence of aquatic plant species.

**Littoral Area:** The surface area of a body of water where the depth is 15 feet or less. This is the area of the lake where submerged aquatic plants grow.