



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: April 10, 2013

From: Laura Jester, Administrator

To: BCWMC Commissioners

RE: Background Information on 4/18/13 BCWMC Agenda Items

1. CALL TO ORDER and ROLL CALL
2. CITIZEN FORUM ON NON-AGENDA ITEMS
3. APPROVAL OF AGENDA - ACTION ITEM
4. CONSENT AGENDA -
 - A. Approval of March 21, 2013 Meeting Minutes ACTION ITEMS with attachment
 - B. Approval of March Financial Report ACTION ITEMS with attachment
 - C. Approval of Payment of Invoices ACTION ITEMS with attachments
 - i. Keystone Waters, LLC – March 2013 Administrator Services
 - ii. Barr Engineering – Engineering Services
 - iii. Amy Herbert – March 2013 Secretarial Services
 - iv. Wenck – March WOMP tasks
 - v. Kennedy Graven – February 2013 Legal Services
 - vi. D'amico-ACE Catering – April 2013 Meeting Catering
 - D. Approval of 2013 CAMP Contract ACTION ITEM attachment to be supplied at meeting

This contract with the Metropolitan Council for participation in the Citizen Assisted Monitoring Program (CAMP) is similar to previous years (e.g. 2012 contract approved on May 17, 2012). This 2013 contract assumes volunteers will be found for Parkers, Twin, and Westwood Lakes. See agenda item 6D for further information about volunteers.
 - E. Approval of Hennepin County Request to extend major plan amendment comment period ACTION ITEM with attachment *The deadline to receive comments on the BCWMC's Major Plan Amendment is April 30, 2013. Hennepin County requests an extension to June 11, 2013 to approve the amendment due to the County's formal review process and the lead time required to place the item on the County Board's meeting schedule.*
5. **NEW BUSINESS**
 - A. Clarification of Open Meeting Law with Regards to Electronic or Telephone Participation INFORMATIONAL ITEM with attachment *Attached is information pertaining to the appropriate and lawful use of telephone, video, and Skype to participate in an official meeting in order to comply with the Open Meeting Law.*

B. TAC Recommendations – ACTION ITEMS with attachments

The Technical Advisory Committee met on April 4th and has recommendations for the following items. Please see the TAC Memo and the Lakeview Park Pond Preliminary Design document.

- i. **Lakeview Park Pond ACTION ITEM with attachment** *This project is included in the 2014 CIP. \$196,000 has already been levied for this project, however unforeseen challenges at this site has increased the cost substantially. A representative from SEH will present the results of the preliminary design for the project that will treat over 57 acres of currently untreated areas that drain to Medicine Lake. The TAC recommends approving option 2B with additional funding coming from the Closed Project Account.*
- ii. **XP-SWMM and P8 Model Completion ACTION ITEM within TAC memo** *The TAC recommended that Barr present the results of the models at the June 6, 2013 TAC meeting and then bring the models before the Commission in a report format with a presentation to the Commission.*
- iii. **Watershed Tour Sites ACTION ITEM within TAC memo** *The TAC recommends the Commission choose 5 or 6 sites for the 2013 Watershed Tour. The TAC memo lists several suggestions for tour stops. Golden Valley staff made additional suggestions after the TAC meeting including 2014 Dawnview/Briarwood water quality pond (pre-construction), 2013 Lakeview Water Quality Pond (pre-construction), and 2010 Creek Restoration at Briarwood Nature Area pedestrian bridge (2 years of vegetation growth)*

1. Approve 2012 Annual Report – ACTION ITEM with attachment

The 2012 Annual Report is submitted to the BWSR (no later than 120 days after the end of the BCWMC fiscal year) and posted on the BCWMC website each year. The report is a compilation of the Commission's activities and finances in 2012. Page 1 of the report will be updated when the 2012/2013 financial audit is completed. Staff recommends approval of the report pending update of complete financial information.

6. OLD BUSINESS

A. Briarwood/Dawnview Water Quality Improvement Project ACTION ITEM with attachment

- i. **Presentation of Final Feasibility Report** *At the BCWMC meeting on March 21st, the Commission discussed the options in the report and took action to “accept the report with changes to remove options 1, 2, and 4, so that the report would address only options 3 and 5, with more detail included with option 5.” The report has been revised to provide more detail, especially in the table on page 6. A representative from WSB will address any further questions regarding the project.*
- ii. **Select Option for CIP Project** *The preferred option by the City of Golden Valley staff is Option 5: Pond with Iron Enhanced Sand Filters. The Commission should take action to select an option; the chosen option would be used in setting the 2014 levy amount.*

B. Major Plan Amendment POSSIBLE ACTION ITEM – no attachment

- i. **Consider Setting Maximum Levy Amount for 2014 Projects for submittal to Hennepin County** *At the BCWMC meeting on 2/21/13, the Commission took action to submit the Proposed Major Plan Amendment with the following three projects as included in the 2014 CIP: Twin Lake in-lake alum treatment (feasibility study completed and follow-up investigation underway) estimated at \$148,000 + cost of feasibility study; Schaper Pond improvements estimated at \$550,000; and the Briarwood/Dawnview water quality improvement project (discussed above;*

\$234,000 estimated for option 5 + cost of feasibility study). The BCWMC can request a levy up to \$1M. Before the BCWMC makes their formal levy request in September, they need to provide a maximum levy amount to Hennepin County for approval. If the BCWMC would like that approval to occur at the same time as the county's approval of the major plan amendment, the BCWMC would need to provide their maximum levy amount to the county by April 26. (Otherwise, the BCWMC can wait and provide this to Hennepin by July 8.)

- ii. **Update on Schedule for Public Hearing and Response to Comments**
Staff will update the Commission on comments received to date on the Major Plan Amendment and the likely need to continue the public hearing scheduled for May 16th to the June 20th meeting to allow for proper submittal of response to comments.

C. **Review of Draft FEMA Hennepin County Floodplain Maps ACTION ITEM with attachments**
At the BCWMC meeting on 11/14/13, the Engineer was directed to complete a preliminary review of the revised FEMA floodplain maps. Engineer Chandler's memo outlines the findings of the review and recommends the Commission submit a comment letter to FEMA.

D. **Update on CAMP volunteers INFORMATION ITEM – with attachment**
At the BCWMC meeting on 2/21/13, the Commission took action to participate in the Citizen Assisted Monitoring Program with up to ten lakes. To date, volunteers have been found for only 5 monitoring sites. One new lake, Lost Lake in Plymouth, was added to the list this year. However, volunteers are being sought for Twin Lake, Parkers Lake, and Westwood Lake.

E. **Update on Twin Lake Fishery investigation INFORMATION ITEM – no attachment**
At the BCWMC meeting on 2/21/13, Commissioners requested an investigation into the fishery of Twin Lake, wondering if the presence of an abundant carp population might significantly shorten the effective life of an alum treatment. Staff has inquired with various entities, searching for empirical and anecdotal evidence and will update the Commission on the results of these inquiries.

F. **Receive Update on Next Generation Plan Development**

- i. **Small group meetings INFORMATION ITEM no attachment**

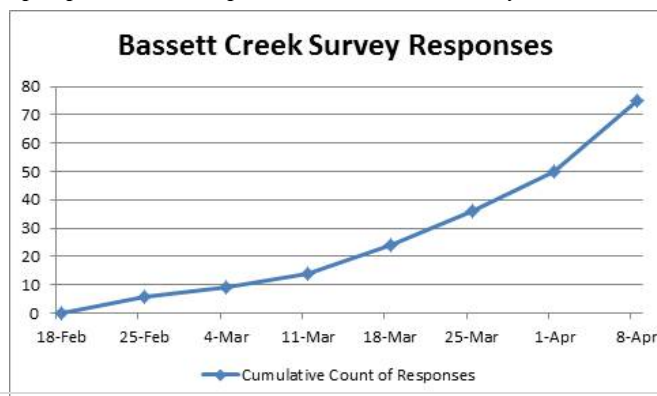
Next Generation Plan Steering Committee Chair and other Commissioners will verbally report on the progress of the small group meetings.

- ii. **Proposal from GTS for assistance with Summit ACTION ITEM with attachment**

The Next Generation Plan Steering Committee requested that GTS submit a proposal to assist with the planning and facilitation of the Watershed Summit on June 13th. The proposal is attached and should be discussed and all or portions of the tasks be approved or denied.

- iii. **Survey INFORMATION ONLY no attachment**

As of 4/8/13, seventy-five people have completed the online survey. Below is the graph showing improving responses.



iv. Progress on updating Land and Water Resource Inventory

INFORMATION ITEM no attachment

Engineer Chandler will verbally update the Commission on progress to update the Land and Water Resource Inventory of the Next Generation Watershed Management Plan

7. COMMUNICATIONS INFORMATION ITEMS with attachment

- A. Administrator's Report – *Report attached*
- B. Chair
- C. Commissioners – *Verbal report on Plymouth Yard and Garden Expo by Commissioner Hoshal*
- D. Committees
- E. Legal Counsel
- F. Engineer

8. INFORMATION ONLY (Information online only) INFORMATION ITEMS with documents online

- A. Upcoming Events and Notices
- B. Comment Letter from Len Kremer on Draft Upper Mississippi River Bacteria TMDL
- C. Minutes from March 12, 2013 WMWA Meeting
- D. Amended DNR Groundwater Appropriation Permit for General Mills Landscape Irrigation
- E. Clean Water Fair April 25th – Wright Hennepin Clean Water Resource Association
- F. LID Symposium Registration
- G. March/April Links to Water Related News Articles
- H. Grant Tracking Summary and Spreadsheet

9. ADJOURNMENT

Upcoming Meetings

- **Monday, April 22nd** - Plan Steering Committee, 4:30 p.m. – 6:00 p.m. at Plymouth City Hall Medicine Lake Room
- **Thursday April 25th** – Administrative Services Committee and Budget Committee, 8:30 – 11:30 a.m. - TBD
- **Thursday, June 6th** – TAC meeting, 1:30 p.m. – 3:00 p.m. at Golden Valley City Hall
- **Thursday, June 13th** – **Bassett Creek Watershed Summit** – 7:00 p.m.-Plymouth City Hall