



Bassett Creek Watershed Management Commission

Regular Meeting

11:30 a.m.

Thursday, April 18, 2013

Golden Valley City Hall Council Conference Room
7800 Golden Valley Road; Golden Valley, MN 55427

AGENDA

1. CALL TO ORDER and ROLL CALL

2. CITIZEN FORUM ON NON-AGENDA ITEMS - *Citizens may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, with the exception of referral to staff or a Commissions Committee for a recommendation to be brought back to the Commission for discussion/action.*

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

- A. Approval of March 21, 2013 Meeting Minutes
- B. Approval of March Financial Report
- C. Approval of Payment of Invoices
 - 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 (to be supplied at the meeting)
- E. Approval of Hennepin County Request to extend major plan amendment comment period

5. NEW BUSINESS

- A. Clarification of Open Meeting Law with Regards to Electronic or Telephone Participation
- B. TAC Recommendations
 - i. Lakeview Park Pond
 - ii. XP-SWMM and P8 Model Completion
 - iii. Watershed Tour Sites
- C. Approve 2012 Annual Report

6. OLD BUSINESS

- A. Briarwood/Dawnview Water Quality Improvement Project
 - i. Presentation of Final Feasibility Report
 - ii. Select Option for CIP Project
- B. Major Plan Amendment
 - i. Consider Setting Maximum Levy Amount for 2014 Projects for submittal to Hennepin County
 - ii. Update on Schedule for Public Hearing and Response to Comments

- C. Review of Draft FEMA Hennepin County Floodplain Maps
- D. Update on CAMP volunteers
- E. Update on Twin Lake Fishery investigation
- F. Receive Update on Next Generation Plan Development
 - i. Small group meetings
 - ii. Proposal from GTS for assistance with Summit
 - iii. Survey
 - iv. Progress on updating Land and Water Resource Inventory

7. COMMUNICATIONS

- A. Administrator's Report
- B. Chair
- C. Commissioners
- D. Committees
- E. Legal Counsel
- F. Engineer

8. INFORMATION ONLY (Information online only)

- 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

Future Commission Agenda Items list

- Construct policy/procedure for feasibility studies
- Develop a post-project assessment to evaluate whether it met the project's goals
- Medicine Lake rip-rap issue over sewer pipe
- Presentation on joint City of Minnetonka/ UMN community project on storm water mgmt
- State of the River Presentation
- Presentation by Claire Bleser and Kevin Bigalke on Chloride

Future TAC Agenda Items List

- Look into implementing "phosphorus-budgeting" in watershed – allow "x" lbs. of TP/acre.



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

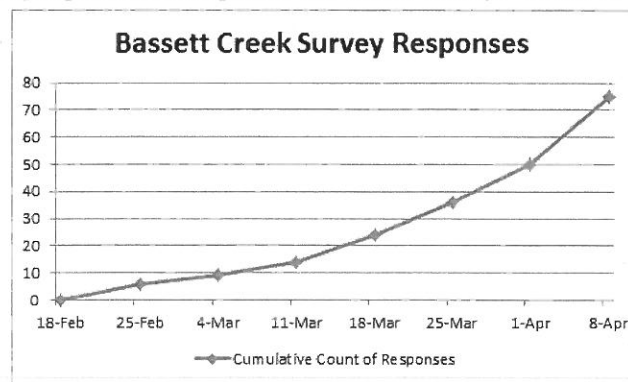
Next Generation Plan Steering Committee Chair and other Commissioners will verbally report on the progress of the small group meetings.

- 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
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- **Thursday, June 13th** – **Bassett Creek Watershed Summit** – 7:00 p.m.-Plymouth City Hall



Bassett Creek Watershed Management Commission

Minutes of the Regular Meeting March 21, 2013 Golden Valley City Hall, 11:30 a.m.

Commissioners and Staff Present:

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

Technical Advisory Committee (TAC) Members/ Other Attendees Present:

Mary Anderson, West Metro Water Alliance	Linda Loomis, BCWMC Next Generation Plan Steering Committee Chair
Derek Asche, TAC, City of Plymouth	Tom Mathisen, TAC, City of Crystal
Christopher Gise, Resident, City of Golden Valley	Jeff Oliver, TAC, City of Golden Valley
Dave Hanson, Alternate Commissioner, City of Golden Valley	Jenny Schaust, West Metro Water Alliance
Todd Hubmer, WSB & Associates, Inc.	Liz Stout, TAC, City of Minnetonka
	Jim Vaughn, TAC, City of St. Louis Park

1. CALL TO ORDER AND ROLL CALL

On Thursday, March 21, 2013, at 11:32 a.m., Chair Black called to order the meeting of the Bassett Creek Watershed Management Commission (BCWMC) and asked for roll call to be taken. The cities of Crystal, Medicine Lake, Minnetonka, and Robbinsdale were absent from the roll call.

2. CITIZEN FORUM ON NON-AGENDA ITEMS

No citizen input was given.

[Commissioner Dan Johnson of Crystal arrives.]

3. AGENDA

Alternate Commissioner Goddard moved to approve the agenda. Commissioner de Lambert seconded the motion. The motion carried unanimously 6-0 [Cities of Medicine Lake, Minnetonka, and Robbinsdale absent from vote].

4. CONSENT AGENDA

Alternate Commissioner Goddard requested that the February 21, 2013, meeting minutes reflect when Commissioner Welch of Minneapolis arrived at that meeting. She said it would make it clear that he assumed voting responsibilities from her for upon his arrival. The Commission agreed to that revision. Alternate Commissioner Goddard moved to approve the Consent Agenda with the clarification in the meeting minutes as described. Commissioner Johnson seconded the motion. The motion carried unanimously 6-0 [Cities of Medicine Lake, Minnetonka, and Robbinsdale absent from vote].

[Commissioner Ted Hoshal of Medicine Lake arrives]

[The following items were approved as part of the Consent Agenda: the February 21, 2013, BCWMC meeting minutes, the March Financial Report, payment of the invoices, and Approval of the Contract for the 2013 River Watch Program.

The general and construction account balances reported in the March 2013 Financial Report are as follows:

Checking Account Balance	\$755,468.15
TOTAL GENERAL FUND BALANCE	\$755,468.15
TOTAL CASH & INVESTMENTS ON-HAND (3/13/13)	\$2,914,899.71
CIP Projects Levied – Budget Remaining	(\$2,657,033.14)
Closed Projects Remaining Balance	\$257,866.57
2013 Anticipated Tax Levy Revenue	\$986,000.00
Anticipated Closed Project Balance	\$1,243,866.57

5. NEW BUSINESS

- A. West Metro Water Alliance: Updates and Presentation of Educator Program.** Jenny Schaust and Mary Anderson of the West Metro Water Alliance (WMWA) described the Watershed PREP program – a program of WMWA to work with teachers to enhance water education. They described the lessons that have

been developed and reported that staff presented the first of those lessons to five schools in the Wayzata school district. Ms. Schaust described the challenges to the program, including getting the message out that the program is free and the fact that the lesson material fits into the state's science curriculum. She described a meeting with the Three Rivers Park District (TRPD) about the program and reported on the positive outcomes of that meeting including an understanding between the entities that the WMWA program won't conflict with the TRPD's programs and making connections with the TRPD. The Commission offered feedback and suggestions about the program.

[Commissioner Sicora arrives.]

- **Commission Communications:** Commissioner Hoshal presented a list of upcoming education activities. Administrator Jester reminded the Commission about the WMWA survey from Judie Anderson and requested commissioners to respond and provide their feedback to Ms. Anderson.
- B. Discuss Administrator's Agenda Memo Format and Use.** The Commission indicated that the memo and its format are useful and that the Administrator should continue the practice of preparing the memo and including it in the meeting packet. Administrator Jester said that if anyone has feedback about the memo or format to please provide it to her.
- C. Discuss 2013 Watershed Tour.** The Commission agreed to hold a watershed tour in 2013 and discussed possible dates, deciding to look at having the tour in the month of June after the June 13th Watershed Summit. Chair Black suggested that the tour visit the entrance of the tunnel and visit the WOMP station. Mr. Oliver commented that there are a few new projects in that area as well. Administrator Jester suggested doing a Doodle poll to determine the tour date. Chair Black asked that a survey via Survey Monkey be sent out to TAC and the Commission to get suggestions for tour stops. She said that Mr. Asche could look into the cost of using the Plymouth Metrolink for the tour transportation.
- D. Presentation on Draft Feasibility Report.** Mr. Hubmer of WSB & Associates, Inc. presented the findings of WSB's Feasibility Report on the Briarwood/Dawnview Water Quality Improvement Project prepared for the City of Golden Valley. He described the five alternatives considered, their costs, benefits, and potential drawbacks. He also reported the anticipated pounds of phosphorous and pounds of total suspended solids that would be removed with each alternative:
 - Option 1: Construct Stormwater Treatment Manholes/ Projected Cost: \$403,000
 - Option 2: Construct Raingarden/ Projected Cost: \$35,000
 - Option 3: Construct Stormwater retention and treatment pond with dead pool storage/ Projected Cost: \$190,000
 - Option 4: Construct Iron-enhanced filtration system/ Projected Cost: \$178,000
 - Option 5: Construct stormwater retention and treatment pond with dead pool storage and iron-enhanced filtration system/ Projected Cost: \$235,000

Mr. Hubmer said that WSB recommends option 3 due to its predicted high level of phosphorous removal of 35 pounds per year at a cost of \$5,371.43 per pound removed and predicted total suspended solids removal of 21,600 pounds per year at a cost of \$9 per pound removed and also due to the fact that the cost of the option fits with the project budget of \$180,000.

The Commission asked many questions about the presented options including what design method was used

to design the ponds, the proposed size of the ponds, the possibility of constructing in the wetland, how the wetland edge was determined, if a splitter is to be used so that flows higher than the designed-for one-inch rainfall bypasses the pond, maintenance costs of the different options, and whether PAHs were considered since they would raise the cost of sediment disposal when the pond needs to be cleaned out. Mr. Hubmer responded to the Commission's questions.

Ms. Chandler recommended that the Commission consider option 5 because it removes more pollutants at a lower cost. She asked to hear from the City of Golden Valley on its potential constraints that would cause a short-term cash flow issue that would prevent the larger project, option 5, from being built. Mr. Oliver said that to undertake option 5, the Commission would need to consider using its closed-project funds. He said that due to low bids on recent projects, the City anticipates putting another \$200,000 into the closed project fund and there would be enough in that fund to help pay for option 5.

There was discussion about the iron-enhanced filtration system technology and what should be considered for the final design. Alternate Commissioner Goddard asked if the cost for the flow splitter was worked into that option's cost. Mr. Hubmer said yes. Commissioner Sicora commented that there are a lot of unknowns about the iron-enhanced filtration system technology in the long-term and said that if the Commission goes that route, then it should include a maintenance component.

Ms. Chandler said that she thinks the Commission should get more information in the feasibility report about the operations and maintenance of option 5 in order to have a better idea of the true costs. Mr. Oliver commented regarding the maintenance costs for option 3, the City wouldn't need to do pond maintenance for 20 to 25 years. He said that his concern with the iron filings technology is that the maintenance needs and costs are unknown. Mr. Oliver said that if the maintenance is periodic, such as every five years, then the City could probably handle it but if the maintenance was more frequent or substantial then the City would need to talk to the Commission about cost sharing. Mr. Hubmer said that the iron should last 20 years, which is the expected life the practice.

The Commission further discussed the options and the course of action it could take. Commissioner Sicora moved 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. Commissioner Crough seconded the motion. The motion carried unanimously 8-0 [City of Minnetonka absent from vote]. Mr. Oliver said that they would start to develop a scope of services and bring back in front of the Commission, but likely not next month.

Administrator Jester said that the Commission needs to order the public hearing for its proposed Major Plan Amendment. The Commission ordered the public hearing to be held at the Commission's May 16th meeting. Ms. Chandler commented that by the May meeting the Commission would have an idea of the maximum project cost of the Briarwood/ Dawnview project and would be able to set the Commission's maximum levy request, which Hennepin County requires around that same time.

Administrator Jester reported that the Commission received a letter from the Metropolitan Council on the Commission's proposed Major Plan Amendment and that the Met Council had no comments.

E. TAC Updates. The Commission set the agenda for the April 4th TAC meeting:

- Discuss Lakeview Park Pond project;
- Discuss process to finalize the XP-SWM model and the P8 model and the method of distributing the information to the Commission;

- Discuss improving the CIP budget document; and,
- Discuss possible watershed tour stops.

The Commission decided that it doesn't need to continue the process of having a Commission liaison attend the TAC meetings but noted that the meetings are open and commissioners can attend anytime.

F. Presentation of the 2012 Biotic Index Monitoring Results for Bassett and Plymouth Creeks.

Ms. Chandler explained that the 2012 monitoring program included only biological monitoring for Plymouth and Bassett Creeks. She said that in recent years the Commission has been on a three-year cycle of collecting macroinvertebrate data and said that the Commission has collected this type of data since 1980. Ms. Chandler described how macroinvertebrates are an indicator of water quality. She said that for this monitoring program, data is collected at seven sites. She described the two biological indices used to evaluate the water quality of the two creeks: the HBI (Hilsenhoff Biotic Index) and the ICI (Invertebrate Community Index). Ms. Chandler said that Figure 9 in the evaluation report "A Biotic Index Evaluation of Bassett Creek and Plymouth Creek: 2012" by Barr Engineering provides a nice snapshot of what's going on with the creeks according to the monitoring. She said the figure shows that in 2012 there was better water quality at four of the seven sites, especially at the Main Stem site at Rhode Island Avenue, and worse water quality at three of the sites. She noted that at one of the sites there was no water flow and there is a notation that no samples were collected at that site.

Ms. Chandler pointed out that the report mentions a new index – the Macroinvertebrate Index of Biological Integrity (MIBI) – that is being developed by the Minnesota Pollution Control Agency (MPCA). The MPCA will use the MIBI to determine if streams are impaired. The Commission discussed impairments of the creeks and potential impairments. Administrator Jester wondered about the sampling protocols being followed and said that there are some protocols that track habitat, which can help correlate the monitoring results.

Commissioner Hoshal asked if there is any way to interpret a trend line for the sites. Ms. Chandler said that she will need to ask if trend analysis can be applied to the data. She commented that if the Commission would prefer it, the graph can be separated into seven different graphs, one for each site. Commissioner Hoschka commented that it would be nice to have a graph that provides a snapshot on flow and/ or climatic data in order to normalize the monitoring data. She commented that she didn't think enough data points have been captured to do a statistical analysis.

Chair Black read aloud the five bullet points on pages 2 and 3 of the evaluation report. The Commission agreed to bullet point number one that the Commission would continue to manage the efforts of Bassett Creek and Plymouth Creek, including installation of BMPs to protect, and, if possible, to improve the water quality of the stream as opportunities become available. The Commission agreed in general to bullet point number two that the Commission will sample all of the stations again in three to five years. The Commission agreed to bullet point number three that it will continue the flow and water quality monitoring from the WOMP Station. Chair Black noted that the Commission has a two-year contract in place with the Met Council for the WOMP work and said that the issue will come up again next year during the Commission's budget process. The Commission discussed bullet points 4 and 5 regarding using the MIBI when it is finalized by the MPCA and applying the MIBI to historical macroinvertebrate data collected by the Commission. Chair Black voiced her concern about changing indices because it would lead to discontinuous data. The Commission discussed continuing to use the HBI for some time after starting to use the MIBI.

Commissioner Hoshal asked if there are any points with the monitoring that the Commission isn't covering

but should look into. Administrator Jester said that as part of the plan updating process it would be a good idea for the Commission to look at this issue regarding whether the Commission needs more water quality data.

Commissioner Sicora moved to accept the report and the conditions cited in the report. Alternate Commissioner Goddard seconded the motion. The motion carried unanimously 8-0 [City of Minnetonka absent from vote].

G. BWSR Request for Comments on Amendment to Metro Water Management Rules. Ms.

Chandler said that the Minnesota Board of Water and Soil Resources (BWSR) sent out a request for comments on the proposed amendments to the 8410 Rules, which are the rules governing metropolitan area local water management. She noted that she and Mr. LeFevere were on the advisory committee for the rules amendments. Ms. Chandler said that her memo in the meeting packet summarizes the proposed amendments and she went through the points in the memo with the Commission. There was extensive discussion on the topic of a proposed requirement that the watershed develop a process for evaluating local plan implementation and for addressing a local unit of government's failure to implement its plan. There was extensive discussion on the topic of the benefit of standardized reporting and the need for guidance from BWSR for such standardization. Chair Black brought up the fact that there is a budget element involved with the proposed rule amendments and said that the process of reporting back to BWSR would be a new cost. Ms. Chandler remarked that it will take a fair amount of discussion in the plan update process to work through the issues raised here.

Ms. Chandler said that if the Commission wants to submit comments, they are due in to BWSR by April 22nd. She said that she is hearing that the Commission wants guidance in implementing the new rules.

Administrator Jester said that she has comments on the proposed amendments but isn't sure that they represent this body's concerns. The Commission decided not to submit comments, noting that individuals can submit comments on their own if they wish.

6. OLD BUSINESS

A. Review Draft Letter to Cities Regarding JPA Amendment. The Commission was satisfied with the draft letter and attached amendment with the insertion that comments are due to Administrator Jester by June 1st. The Commission approved sending the letter and the draft amendment to the city manager of each member city and to Lois Eberhart of Minneapolis.

B. Approve 2015-2019 Capital Improvement Program. Administrator Jester said that each of the CIP projects now has its own fact sheet. Alternate Commissioner Goddard asked if the cost listed on each fact sheet included the cost of the project's feasibility study. Ms. Chandler said yes, the listed cost is a lump sum cost. Ms. Chandler said that the Commission needs to take action to approve the 2015-2019 CIP and that the Commission needs to decide how it will order the feasibility study for the Main Stem restoration project from 10th Avenue to Duluth Street.

Chair Black said that she would prefer to go to the Engineer Pool to get bids on the feasibility study. Mr. Oliver said that he would prefer that WSB & Associates prepare the feasibility study. There was a discussion about these two options. Mr. LeFevere provided information on how the Commission has handled directing feasibility studies in the past. Chair Black voiced her concerns about awarding the feasibility study to a firm instead of asking the Engineer Pool for bids. Mr. Oliver provided support for his position.

Commissioner Hoshal moved to approve the 2015-2019 CIP. Commissioner de Lambert seconded the motion. The motion carried unanimously 8-0 [City of Minnetonka absent from vote].

The Commission discussed the method of ordering the feasibility study for the project and reached consensus that the City of Golden Valley will manage the project and Commission staff will come back in April with a proposed contract with Golden Valley to reimburse it for the preparation of the feasibility study.

- C. Receive Update on Next Generation Plan Development.** Administrator Jester and Ms. Loomis provided an update on the small group meetings that have occurred and announced the upcoming small group meetings. Ms. Loomis said that BCWMC Deputy Treasurer Sue Virnig suggested that the Commission include as an insert into residents' tax statement information on where the money goes that the watershed collects. Ms. Loomis said that now would be the time to get going on that initiative if the Commission is interested in it.

Administrator Jester said that as of Monday there have been 24 surveys completed. Alternate Commissioner Goddard reported on the neighborhood meetings that she and Commissioner Welch attended to announce the March 30th joint meeting with the Minneapolis Park and Recreation Board, the online survey, and the June 13th Watershed Summit.

Administrator Jester provided an update about the article by Judy Arginteanu and requested using Commission funds to have Ms. Arginteanu help the Commission distribute the article. The Commission approved the request.

Administrator Jester announced that the next Plan Steering Committee meeting will be on Monday, March 25th at Plymouth City Hall.

7. COMMUNICATIONS

A. Administrator

- i. Administrator Jester noted that her Administrator Report details what she has been working on and is included in the meeting packet.

B. Chair:

- i. Chair Black announced the retirement of Margie Vigoren from the City of Plymouth.

C. Commissioners

- i. Commissioner Hoschka announced that last week she attended the presentation at Barr Engineering Company of MPCA Commissioner John Linc Stine.

D. Committees:

- i. Administrative Services Committee: Commissioner Jim de Lambert, Committee Chair, reported that the Committee met in March and the meeting notes are in the meeting packet. He said that a roles and responsibilities document is in the works and will be brought to the Commission for approval. Commissioner de Lambert said that the Committee will schedule a meeting for April and the Budget Committee also will schedule a meeting for April. The Commission agreed that the meetings could be held back-to-back.

E. Legal Counsel: No Legal Communications

F. Engineer:

- i. Ms. Chandler announced that Len Kremer of Barr Engineering will be attending Upper Mississippi Bacteria TMDL Stakeholder meeting.
- ii. Ms. Chandler reported that that the Commission Engineer will be attending a meeting about the Southwest LRT and said that the project proposes to do work over the double-box culvert.

8. ADJOURNMENT

The meeting adjourned at 2:28 p.m.

Chair

Date

Amy Herbert, Recorder

Date

Secretary

Date

(UNAUDITED)

Item 4B
BCWMC 4-18-13

BEGINNING BALANCE	13-Mar-13	755,468.15
ADD:		
General Fund Revenue:		
Interest (Bank Charges)	(6.52)	
Permits:		
City of Plymouth	1,000.00	
Hennepin County	2013-07 911 Facility	1,000.00
Richard L Bowen Associates		3,000.00
Reimbursed Construction Costs	4,387.50	
	Total Revenue and Transfers In	9,380.98
DEDUCT:		
Checks:		
2513 Barr Engineering	Mar Engineering	31,517.29
2514 Amy Herbert	Mar Secretarial	2,508.85
2515 Kennedy & Graven	Feb Legal	2,619.51
2516 Keystone Waters LLC	Mar Administrator	4,360.06
2517 void	void	0.00
2518 Wenck Associates Inc	Outlet Monitoring	454.60
2519 D'Amico Catering	Apr Meeting	279.56
	Total Checks	41,739.87
Outstanding from previous month:		
2488 Henn Cty Dept Envir Ser	2012 Riverwatch	2,000.00
2510 Judy Arginteanu	Article-Next Gen Plan	350.00
Meadowbrook School	2009 Exp-Grant	992.08
ENDING BALANCE	11-Apr-13	723,109.26

	2013/2014 BUDGET	CURRENT MONTH	YTD 2013/2014	BALANCE
OTHER GENERAL FUND REVENUE				
INTEREST EARNED (BANK CHARGES)		(6.52)	(13.20)	
ASSESSMENTS	515,045.00	0.00	459,158.00	55,887.00
PERMIT REVENUE	48,000.00	5,000.00	11,800.00	36,200.00
REVENUE TOTAL	563,045.00	4,993.48	470,944.80	92,087.00
EXPENDITURES				
ENGINEERING				
ADMINISTRATION	120,000.00	11,888.50	23,877.63	96,122.37
PLAT REVIEW	60,000.00	5,593.50	9,591.50	50,408.50
COMMISSION MEETINGS	14,250.00	964.52	2,231.11	12,018.89
SURVEYS & STUDIES	10,000.00	1,802.00	2,162.00	7,838.00
WATER QUALITY/MONITORING	40,000.00	1,997.00	5,648.00	34,352.00
WATER QUANTITY	11,000.00	476.38	910.26	10,089.74
WATERSHED INSPECTIONS	7,000.00	484.50	586.50	6,413.50
ANNUAL FLOOD CONTROL INSPECTIONS	15,000.00	0.00	0.00	15,000.00
REVIEW MUNICIPAL PLANS	2,000.00	0.00	0.00	2,000.00
ENGINEERING TOTAL	279,250.00	23,206.40	45,007.00	234,243.00
PLANNING				
WATERSHED-WIDE SP-SWMM MODEL	0.00	0.00	0.00	0.00
WATERSHED-WIDE P8 WATER QUALITY MODEL	0.00	682.00	6,998.50	(6,998.50)
NEXT GENERATION PLAN	40,000.00	1,092.86	2,438.86	37,561.14
PLANNING TOTAL	40,000.00	1,774.86	9,437.36	30,562.64
ADMINISTRATOR	50,000.00	4,192.50	8,612.50	41,387.50
LEGAL COSTS	18,500.00	2,619.51	2,619.51	15,880.49
AUDIT, INSURANCE & BONDING	15,225.00	0.00	5,200.00	10,025.00
FINANCIAL MANAGEMENT	3,045.00	0.00	0.00	3,045.00
MEETING EXPENSES	2,750.00	279.56	720.67	2,029.33
SECRETARIAL SERVICES	40,000.00	3,564.94	6,420.17	33,579.83
PUBLICATIONS/ANNUAL REPORT	2,000.00	1,260.00	1,260.00	740.00
WEBSITE	2,500.00	0.00	125.00	2,375.00
PUBLIC COMMUNICATIONS	3,000.00	0.00	0.00	3,000.00
WOMP	17,000.00	454.60	454.60	16,545.40
EDUCATION AND PUBLIC OUTREACH	14,775.00	0.00	1,376.28	13,398.72
WATERSHED EDUCATION PARTNERSHIPS	15,000.00	0.00	3,500.00	11,500.00
EROSION/SEDIMENT (CHANNEL MAINT)	25,000.00	0.00	0.00	25,000.00
LONG TERM MAINTENANCE (moved to CF)	25,000.00	0.00	0.00	25,000.00
TMDL STUDIES (moved to CF)	10,000.00	0.00	0.00	10,000.00
GRAND TOTAL	563,045.00	37,352.37	84,733.09	478,311.91

	Current	YTD
Construct Exp	4,387.50	14,639.00
Total	41,739.87	99,372.09

Cash Balance 3/13/13			
Cash		1,911,168.43	
Investments:			
Federal National Mtg Assn - Purchased 4/23/12 - Due 4/23/2015 - .912%(callable 04/23/13 .25%)		1,003,731.28	
Total Cash & Investments			2,914,899.71
Add:			
Interest Revenue (Bank Charges)		(28.11)	
BWSR Grant - Plymouth Creek Restoration		21,225.00	
BWSR Grant - Main Stem - Crystal to Regent		14,775.00	
Total Revenue			35,971.89
Less:			
CIP Projects Levied - Current Expenses - TABLE A		(2,975.50)	
Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B		(1,412.00)	
Total Current Expenses			(4,387.50)
Total Cash & Investments On Hand	04/11/13		2,946,484.10
Total Cash & Investments On Hand		2,946,484.10	
CIP Projects Levied - Budget Remaining - TABLE A		(3,524,544.50)	
Closed Projects Remaining Balance		(578,060.40)	
2013 Anticipated Tax Levy Revenue - TABLE C		986,000.00	
Anticipated Closed Project Balance		407,939.60	
2014 Proposed & Future CIP Project Amount to be Levied - TABLE B		935,000.00	

TABLE A - CIP PROJECTS LEVIED

	Approved Budget	Current Expenses	2013 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
Plymouth Creek Channel Restoration (2010 CR)	965,200.00	135.00	135.00	933,688.61	31,511.39
Main Stem Crystal to Regent (2010 CR)	636,100.00	530.50	588.50	296,888.53	339,211.47
Wisc Ave/Duluth Street-Crystal (2011 CR)	580,200.00	152.00	152.00	53,223.45	526,976.55
North Branch-Crystal (2011 CR-NB)	834,900.00	110.00	400.00	225,720.66	609,179.34
Wirth Lake Outlet Modification (WTH-4)(2012)	180,000.00	617.50	1,013.50	31,155.38	148,844.62
Main Stem Irving Ave to GV Road (2012 CR)	856,000.00	1,130.50	1,548.00	95,340.13	760,659.87
Lakeview Park Pond (ML-8) (2013)	196,000.00	300.00	2,132.00	7,209.55	188,790.45
Four Seasons mall Area Water Quality Proj (NL-2)	990,000.00	0.00	0.00	70,629.19	919,370.81
	5,238,400.00	2,975.50	5,969.00	1,713,855.50	3,524,544.50

TABLE B - PROPOSED & FUTURE CIP PROJECTS TO BE LEVIED

	Approved Budget - To Be Levied	Current Expenses	2013 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
2014					
Briarwood / Dawnview Nature Area (BC-7)	200,000.00	505.00	780.50	933.30	199,066.70
Schaper Pond Enhance Feasibility/Project (SL-1)(SL-3)	587,000.00	210.00	717.50	44,922.96	542,077.04
Twin Lake Ulum Treatment Project (TW-2)	148,000.00	697.00	5,647.00	7,318.25	140,681.75
2014 Project Totals	935,000.00	1,412.00	7,145.00	53,174.51	881,825.49
Total Proposed & Future CIP Projects to be Levied	935,000.00	1,412.00	7,145.00	53,174.51	881,825.49

TABLE C - TAX LEVY REVENUES

	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance to be Collected	BCWMO Levy
2013 Tax Levy	986,000.00		986,000.00				986,000.00	
2012 Tax Levy	762,010.00		762,010.00		754,412.36	754,412.36	7,597.64	762,010.00
2011 Tax Levy	863,268.83	(2,871.91)	860,396.92		3,686.47	854,632.98	5,763.94	862,400.00
2010 Tax Levy	935,298.91	(4,927.05)	930,371.86		350.44	927,355.07	3,016.79	935,000.00
2009 Tax Levy	800,841.30	(8,054.68)	792,786.62		589.46	792,732.39	54.23	800,000.00
2008 Tax Levy	908,128.08	(4,357.22)	903,770.86		178.28	903,724.28	46.58	907,250.00
				0.00			1,002,479.18	

OTHER PROJECTS:

	Approved Budget	Current Expenses / (Revenue)	2013 YTD Expenses / (Revenue)	INCEPTION To Date Expenses / (Revenue)	Remaining Budget
TMDL Studies					
TMDL Studies	135,000.00	0.00	1,525.00	107,475.15	27,524.85
Sweeney TMDL	119,000.00	0.00	0.00	212,222.86	
Less: MPCA Grant Revenue		0.00	0.00	(163,870.64)	70,647.78
TOTAL TMDL Studies	254,000.00	0.00	1,525.00	155,827.37	98,172.63
Annual Flood Control Projects:					
Flood Control Emergency Maintenance	500,000.00	0.00	0.00	0.00	500,000.00
Flood Control Long-Term Maintenance	573,373.00	0.00	0.00	13,566.33	559,806.67
Sweeney Lake Outlet (2012 FC-1)	250,000.00	0.00	0.00	131,767.24	118,232.76
Annual Water Quality					
Channel Maintenance Fund	250,000.00	0.00	0.00	59,718.10	190,281.90
Total Other Projects	1,827,373.00	0.00	1,525.00	360,879.04	1,466,493.96

Cash Balance 3/13/13	1,343,206.40
Add:	
Transfer from GF	0.00
MPCA Grant-Sweeney Lk	0.00
Less:	
Current (Expenses)/Revenue	0.00
Ending Cash Balance 04/11/13	1,343,206.40
Additional Capital Needed	(123,288)

Bassett Creek Construction Project Details

4/11/2013

	CIP Projects Levied								
	Total	2010	2010	2011	2011	2012	2012	2013	2013
	CIP Projects Levied	Plymouth Creek Channel Restoration (2010 CR)	Main Stem Crystal to Regent (2010 CR)	Wisc Ave (Duluth Str)- Crystal (GV)	North Branch - Crystal (2011 CR-NB)	Wirth Lake Outlet Modification (WTH-4)	Main Stem Irving Ave to GV Road (2012CR)	Lakeview Park Pond (ML-8)	Four Seasons Mall Area Water Quality Project (NL-2)
Original Budget	5,238,400	965,200	636,100	580,200	834,900	180,000	856,000	196,000	990,000
Expenditures:									
Feb 2004 - Jan 2005	637.50							637.50	
Feb 2005 - Jan 2006									
Feb 2006 - Jan 2007									
Feb 2007 - Jan 2008									
Feb 2008 - Jan 2009	20,954.25	20,954.25							
Feb 2009 - Jan 2010	20,889.00	9,319.95	11,569.05						
Feb 2010 - Jan 2011	114,036.63	30,887.00	11,590.80	34,803.97	31,522.86	2,910.00	1,720.00		602.00
Feb 2011 - Jan 2012	1,183,414.67	825,014.32	235,316.17	9,109.50	10,445.00	22,319.34	71,647.97	1,476.00	8,086.37
Feb 2012 - Jan 2013	367,954.45	47,378.09	37,824.01	9,157.98	183,352.80	4,912.54	20,424.16	2,964.05	61,940.82
Feb 2013 - Jan 2014	5,969.00	135.00	588.50	152.00	400.00	1,013.50	1,548.00	2,132.00	
Total Expenditures:	1,713,855.50	933,688.61	296,888.53	53,223.45	225,720.66	31,155.38	95,340.13	7,209.55	70,629.19
Project Balance	3,524,544.50	31,511.39	339,211.47	526,976.55	609,179.34	148,844.62	760,659.87	188,790.45	919,370.81

	Total CIP Projects Levied	2010 Plymouth Creek Channel Restoration (2010 CR)	2010 Main Stem Crystal to Regent (2010 CR)	2011 Wisc Ave (Duluth Str)- Crystal (GV)	2011 North Branch - Crystal (2011 CR-NB)	2012 Wirth Lake Outlet Modification (WTH-4)	2012 Main Stem Irving Ave to GV Road (2012CR)	2013 Lakeview Park Pond (ML-8)	2013 Four Seasons Mall Area Water Quality Project (NL-2)
Project Totals By Vendor									
Barr Engineering	292,213.41	47,863.10	31,350.50	48,203.20	36,727.71	25,691.69	77,666.17	6,009.00	18,702.04
Kennedy & Graven	13,672.85	2,120.10	2,435.25	1,002.75	792.65	2,225.15	1,862.25	1,200.55	2,034.15
City of Golden Valley	255,131.83		255,131.83						
City of Plymouth	911,036.86	861,143.86							49,893.00
City of Crystal	177,815.30				177,815.30				
Com of Trans									
S E H									
Misc									
2.5% Admin Transfer	63,985.25	22,561.55	7,970.95	4,017.50	10,385.00	3,238.54	15,811.71		
Total Expenditures	1,713,855.50	933,688.61	296,888.53	53,223.45	225,720.66	31,155.38	95,340.13	7,209.55	70,629.19

	Total CIP Projects Levied	2010 Plymouth Creek Channel Restoration (2010 CR)	2010 Main Stem Crystal to Regent (2010 CR)	2011 Wisc Ave (Duluth Str)- Crystal (GV)	2011 North Branch - Crystal (2011 CR-NB)	2012 Wirth Lake Outlet Modification (WTH-4)	2012 Main Stem Irving Ave to GV Road (2012CR)	2013 Lakeview Park Pond (ML-8)	2013 Four Seasons Mall Area Water Quality Project (NL-2)
Levy/Grant Details									
2009/2010 Levy	935,000	902,462	32,538						
2010/2011 Levy	862,400		286,300	160,700	415,400				
2011/2012 Levy	971,000					175,000	600,000	196,000	
2012/2013 Levy	986,000								986,000
Construction Fund Balance	904,000	62,738	2,262	419,500	419,500				
BWSR Grant- BCWMO	652,500	212,250	147,750			75,000	217,500		
Total Levy/Grants	5,310,900	1,177,450	468,850	580,200	834,900	250,000	817,500	196,000	986,000

BWSR Grants Received

BWSR Final	4/8/13	BWSR Final	4/8/13	67,500	108,750
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	Bdgt	Exp	Balance
West Medicine	1,100,000.00	744,633.58	355,366.42
Twin Lake	140,000.00	5,724.35	134,275.65

Bassett Creek Construction Project Details

Proposed & Future CIP Projects (to be Levied)

Original Budget

Total Proposed & Future CIP Projects (to be Levied)	2014 Briarwood / Dawnview Water Quality Improve Proj (BC-7)	2014 Schaper Pond Enhancement Feasibility / Project (SL-1) (SL-3)	2014 Twin Lake In-Lake ULUM Treatment Project (TW-2)
385,000 550,000	200,000	37,000 550,000	148,000
39,632.49 6,397.02 7,145.00	152.80 780.50	39,632.49 4,572.97 717.50	1,671.25 5,647.00
53,174.51	933.30	44,922.96	7,318.25

Expenditures:

Feb 2004 - Jan 2005
Feb 2005 - Jan 2006
Feb 2006 - Jan 2007
Feb 2007 - Jan 2008
Feb 2008 - Jan 2009
Feb 2009 - Jan 2010
Feb 2010 - Jan 2011
Feb 2011 - Jan 2012
Feb 2012 - Jan 2013
Feb 2013 - Jan 2014

Total Expenditures:

Project Balance

881,825.49 199,066.70 542,077.04 140,681.75

Project Totals By Vendor

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

Total Proposed & Future CIP Projects (to be Levied)	2014 Briarwood / Dawnview Water Quality Improve Proj (BC-7)	2014 Schaper Pond Enhancement Feasibility / Project (SL-1) (SL-3)	2014 Twin Lake In-Lake ULUM Treatment Project (TW-2)
52,840.26 334.25	780.50 152.80	44,884.76 38.20	7,175.00 143.25
53,174.51	933.30	44,922.96	7,318.25

Total Expenditures

Levy/Grant Details

2009/2010 Levy
2010/2011 Levy
2011/2012 Levy
2012/2013 Levy
Construction Fund Balance
BWSR Grant- BCWMO

Total Proposed & Future CIP Projects (to be Levied)	2014 Briarwood / Dawnview Water Quality Improve Proj (BC-7)	2014 Schaper Pond Enhancement Feasibility / Project (SL-1) (SL-3)	2014 Twin Lake In-Lake ULUM Treatment Project (TW-2)

Total Levy/Grants

Bassett Creek Construction Project Details

Other Projects							Totals - All Projects
Total					2012		
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	
Original Budget	1,647,373.00	105,000.00	119,000.00	500,000.00	748,373.00 (250,000.00)	175,000.00	7,270,773.00
	163,870.64		163,870.64		250,000.00		550,000.00
MPCA Grant From GF	180,000.00	30,000.00		75,000.00		75,000.00	163,870.64
							180,000.00
Expenditures:							
Feb 2004 - Jan 2005							637.50
Feb 2005 - Jan 2006	6,949.19			3,954.44		2,994.75	6,949.19
Feb 2006 - Jan 2007	10,249.09	637.20		9,611.89			10,249.09
Feb 2007 - Jan 2008	113,141.44	23,486.95	89,654.49				113,141.44
Feb 2008 - Jan 2009	117,455.33	31,590.12	47,041.86			38,823.35	138,409.58
Feb 2009 - Jan 2010	76,184.64	31,868.63	44,316.01				97,073.64
Feb 2010 - Jan 2011	45,375.25	15,005.25	25,920.00		4,450.00		159,411.88
Feb 2011 - Jan 2012	12,656.65	168.00	5,290.50		7,198.15		1,235,703.81
Feb 2012 - Jan 2013	21,094.00	3,194.00				17,900.00	395,445.47
Feb 2013 - Jan 2014	121,644.09	1,525.00			120,119.09		134,758.09
Total Expenditures:	524,749.68	107,475.15	212,222.86	13,566.33	131,767.24	59,718.10	2,291,779.69
Project Balance	1,466,493.96	27,524.85	70,647.78	500,000.00	559,806.67	118,232.76	190,281.90
							5,872,863.95

Other Projects							Totals - All Projects
Total					2012		
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	
Project Totals By Vendor							
Barr Engineering	219,283.19	104,598.70	94,948.17	9,549.32	10,187.00		564,336.86
Kennedy & Graven	5,907.54	1,164.30	2,902.59	24.75	1,461.15	354.75	19,914.64
City of Golden Valley	140,659.09				120,119.09	20,540.00	395,790.92
City of Plymouth	38,823.35					38,823.35	949,860.21
City of Crystal							177,815.30
Com of Trans	3,992.26			3,992.26			3,992.26
S E H	101,598.10		101,598.10				101,598.10
Misc	14,486.15	1,712.15	12,774.00				14,486.15
2.5% Admin Transfer							63,985.25
Total Expenditures	524,749.68	107,475.15	212,222.86	13,566.33	131,767.24	59,718.10	2,291,779.69

Other Projects							Totals - All Projects
Total					2012		
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	
Levy/Grant Details							
MPCA Grant	163,870.64	163,870.64					935,000
2009/2010 Levy							922,400
2010/2011 Levy	60,000.00	10,000		25,000		25,000	1,031,000
2011/2012 Levy	60,000.00	10,000		25,000		25,000	1,046,000
2012/2013 Levy	60,000.00	10,000		25,000		25,000	904,000
Construction Fund Balance 2013/2014							652,500
BWSR Grant- BCWMO							
Total Levy/Grants	343,870.64	30,000	163,870.64	75,000		75,000	5,490,900

	2003 Floodproofing	2004 Medicine Lake Water Quality	2005 Medicine Lake - In Lake Treatment	2006 Medicine Lake - In Lake Treatment	2005 Northwood Lake Project	2005 Wirth Lake Project	Medicine Lake - Goose Reduction	Sweeney Lake Branch Channel	Parkers Lake Water Quality (Circle Pond)	Westwood Lake	Crane Lake - Ramada Inn Pond	Twins Stadium	Northwood Lake East Pond Mgmt Plan	Resource	Twin Lake
Project Totals By Vendor															
Barr Engineering	0.00	8,849.55	345.00	355.00	2,191.00	11,605.07	500.00	6,791.28	2,819.94	11320.87	39	14164.49	0.00	57,094.21	3,758.10
Kennedy & Graven	309.00	0.00	0.00	389.40	836.40	3,723.65	0.00	938.10	614.30	503.25	0	5298.93	858.45	0.00	1,966.25
City of Golden Valley	697,916.40	0.00	0.00	0.00	0.00	0.00	0.00	378,027.19	0.00	0	0	0	0	0.00	0.00
City of New Hope	0.00	0.00	0.00	0.00	149,835.89	0.00	0.00	0.00	0.00	0	0	0	70,972.82	0.00	0.00
City of Plymouth	0.00	889,564.51	76,782.39	69,321.12	0.00	0.00	0.00	0.00	52,486.60	0	0	0	0	0.00	0.00
City of St. Louis Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	214040.78	0	0	0	0.00	0.00
Com of Trans	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0	0	0	0.00	0.00
City of Minneapolis	0.00	0.00	0.00	0.00	0.00	68,762.00	0.00	0.00	0.00	0	0	0	0	0.00	0.00
SEH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0	0	0	0.00	0.00
Misc	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0	0	0	0.00	0.00
Total Expenditures	698,225.40	898,414.06	77,127.39	70,065.52	152,853.29	84,090.72	500.00	385,756.57	55,920.84	225864.9	39	19463.42	71,831.27	57,094.21	5,724.35



Bassett Creek Watershed Management Commission

MEMO

TO: Bassett Creek Watershed Management Commission
FROM: Laura Jester, Administrator
DATE: April 10, 2013

RE: Clarification of Open Meeting Law with Regards to Electronic or Telephone Participation

The following information was provided by legal counsel LeFevere and with additional information provided by Deputy Treasurer Virnig regarding open meeting law in the electronic age. The Commission should keep these rules and guidance in mind for meeting participation.

From Charlie LeFevere:

The open meeting law allows televised participation but not simply audio or telephone participation. The requirements that must be met to allow audio-visual participation are described in Minn. Stat. Section 13D.02, Subd. 1, which is reproduced below. The State Commissioner of Administration recently ruled that Skype could be used for this purpose (that is, it doesn't have to be a traditional television that is the audio-visual instrument) as long as all of the conditions of the statute are met.

13D.02 MEETINGS CONDUCTED BY INTERACTIVE TV; CONDITIONS.

Subdivision 1. Conditions.

A meeting governed by section 13D.01, subdivisions 1, 2, 4, and 5, and this section may be conducted by interactive television so long as:

- (1) all members of the body participating in the meeting, wherever their physical location, can hear and see one another and can hear and see all discussion and testimony presented at any location at which at least one member is present;
- (2) members of the public present at the regular meeting location of the body can hear and see all discussion and testimony and all votes of members of the body;
- (3) at least one member of the body is physically present at the regular meeting location; and
- (4) each location at which a member of the body is present is open and accessible to the public.

Subd. 2. Members are present for quorum, participation.

Each member of a body participating in a meeting by electronic means is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

Subd. 3. Monitoring from remote site; costs.

If interactive television is used to conduct a meeting, to the extent practical, a public body shall allow a person to monitor the meeting electronically from a remote location. The body may require the person making such a connection to pay for documented marginal costs that the public body incurs as a result of the additional connection.

Subd. 4. Notice of regular and all member sites.

If interactive television is used to conduct a regular, special, or emergency meeting, the public body shall provide notice of the regular meeting location and notice of any site where a member of the public body will be participating in the meeting by interactive television. The timing and method of providing notice must be as described in section 13D.04.

Link to the State Commissioner of Administration Opinion on use of Skype:

<http://www.ipad.state.mn.us/opinions/2013/13009.html>

More on Skype from League of Minnesota Cities website at: <http://www.lmnc.org/page/1/ipad-skype.jsp>

IPAD Releases Advisory Opinion on Council Meetings Via Skype

The Information Policy Analysis Division (IPAD) released an advisory opinion this week that said a city councilmember can attend and participate in city council meetings from a remote location using Skype if the requirements of *Minnesota Statutes*, section 13D.02 have been met.

The conditions required to have a councilmember participate using Skype include the following:

- All members of the body participating in the meeting, wherever their physical location, can hear and see one another and can hear and see all discussion and testimony presented at any location at which at least one member is present.
- Members of the public present at the regular meeting location of the body can hear and see all discussion and testimony and all votes of members of the body.
- At least one member of the body is physically present at the regular meeting location.
- Each location at which a member of the body is present is open and accessible to the public.
- The public body shall provide notice of the regular meeting location and notice of any site where a member of the public body will be participating in the meeting by Skype. The timing and method of providing notice will depend on whether the meeting is a regular, special, or emergency meeting. In the IPAD advisory opinion, it was noted that the City of Cohasset (the city that requested the advisory opinion) provided posted notice at both meeting locations when it used Skype for a councilmember at a remote location.

A councilmember using Skype is considered present at the meeting for purposes of determining a quorum and participating in all proceedings. It is still a best practice to discuss this procedure with your city attorney prior to using Skype for meetings.

Bassett Creek Watershed Management Commission

7800 Golden Valley Road | Golden Valley, MN 55427 | www.bassettcreekwmo.org | Established 1968
 Crystal | Golden Valley | Medicine Lake | Minneapolis | Minnetonka | New Hope | Plymouth | Robbinsdale | St. Louis Park



Memorandum

To: Bassett Creek Watershed Management Commission
From: Technical Advisory Committee
Subject: April 4, 2013 Technical Advisory Committee Meeting
Date: April 10, 2013

The Technical Advisory Committee (TAC) met on April 4, 2013. The following TAC members, city representatives, BCWMC commissioners, and BCWMC staff attended the meeting:

City	TAC Members/Alternates	Other City Representatives
Crystal	Tom Mathisen	
Golden Valley	Jeannine Clancy, Jeff Oliver	Mitch Hoeft, Justin Klabo (SEH)
Medicine Lake	Absent	
Minneapolis	Absent	
Minnetonka	Liz Stout	
New Hope	Chris Long	
Plymouth	Derek Asche	
Robbinsdale	Richard McCoy	
St. Louis Park	Jim Vaughan	
BCWMC Staff	Karen Chandler, Laura Jester	

The Technical Advisory Committee (TAC) forwards the following recommendations to the Commission for its consideration. This memorandum presents the TAC's recommendations relating to 1) the Lakeview Park Pond project; 2) the process to finalize and present results of the XP-SWMM and P8 models; and 3) possible sites to visit during the upcoming watershed tour.

1. Lakeview Park Pond Project

TAC member Jeff Oliver and the consultant working on the project, Justin Klabo (SEH) reported on the preliminary design results for the Lakeview Park Pond project in Golden Valley. This project is included in the Commission's 2014 CIP for \$196,000. Golden Valley is contributing an additional \$50,000 to the project. This project aims to 1) reduce the flooding that occurs regularly in Lakeview Park, often affecting surrounding homes, and 2) provide Level I (BMWMC standards) water quality treatment for currently untreated runoff from two adjacent neighborhoods that ultimately drain to Medicine Lake.

Jeff Oliver reported that the 2004 feasibility report (updated in 2011) for this project was a "high level" analysis and it did not evaluate the various challenges with this site. Dealing with these

challenges has greatly increased the estimated cost of the project. SEH modeled four different options for various projects at this site including 1) parallel trunk storm sewer system; 2A) a “partial-build” option that would construct a smaller pond that would only treat runoff from one neighborhood, and would include a berm to protect homes from flooding; 2B) a “full-build” option that would construct a larger pond that would treat runoff from both neighborhoods (a larger watershed), and would include a berm to protect homes from flooding; and 3) home buyouts and larger pond construction. Options 1 and 3 were considered too expensive and are not considered viable. The city of Golden Valley prefers option 2B so that maximum treatment can be attained to help improve water quality in Medicine Lake (and address the Medicine Lake TMDL). **See attached memo from SEH for more details about the site challenges, design options, phosphorus removal and costs.**

The TAC recommended that the Commission approve construction of option 2B, based on the increased phosphorus removal and the annual cost per pound of phosphorus removed. The Commission already levied for this project, via a September 2012 levy request to Hennepin County for collection in 2013 (Resolution 12-09). The TAC discussed how the Commission could obtain the necessary extra funds for the additional project costs, including requesting an additional tax levy or using the Commission’s Closed Project Account funds, even if that meant allowing the account balance to dip below the Commission’s desired \$250,000 minimum.

Recommendations

1. The TAC recommends that the Commission order construction of Option 2B (larger pond with berm), and that the additional funds needed for the project (approximately \$215,800) come from the Closed Project Account.

2. Process to Finalize/Accept the XP-SWMM and P8 Models

Engineer Chandler reported that the models are complete; future updates to the models will be performed as needed. There was some discussion about how and when the models would be updated and what information would be useful to cities. The TAC agreed annual updating could be dovetailed into TMDL reporting.

Recommendations

1. 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 at a subsequent Commission meeting. The final report should include information about how the models can be used and how/when they would be updated.

3. Improving the BCWMC Finance/Budget Reporting

Administrator Jester reported that although she had met with both Deputy Treasurer Virnig and Derek Asche, she needed to better understand the types of changes the TAC would like to make to the annual budget and/or monthly financial statements. The TAC agreed that the new CIP budget document should be helpful. There was discussion about carry-over in particular budget line items,

including documentation of the carry-overs, and where funds from underspent items go.

Administrator Jester explained that funds from underspent budget items within the operating budget stay within the general fund of the Commission (i.e., go into the budget reserve), just as funds for overspent items come from the general fund of the Commission (i.e., taken from the budget reserve). For more significant expenditures, the Commission may wish to take official action to “carry over” an underspent amount into the next fiscal year (as they recently did for completion of the XP-SWMM and P8 models). However, the budget should only rarely be officially amended, when there are major changes to the budget.

The TAC agreed that additional explanation on expenditures and remaining balances of dedicated accounts aside from the operating budget would be helpful to the TAC on a monthly basis, especially the Flood Control Long Term Maintenance Fund and the Channel Maintenance Fund. Additionally, Deputy Treasurer Virnig should be notified when a “final payment” is made for a particular project so that the CIP project account can be closed and underspent funds placed into the Closed Project Account.

Administrator Jester and Engineer Chandler agreed to work with Deputy Treasurer Virnig to further refine the reporting on dedicated accounts.

Recommendations

1. No Commission action required.

4. Possible Watershed Tour Sites

The TAC discussed possible tour sites including:

1. Watershed Outlet Monitoring Program (WOMP) station,
2. Tunnel entrance,
3. Wirth Lake Outlet (post-construction site),
4. Sweeney Lake Outlet (post-construction site),
5. Stream restoration projects (either before, during or after construction depending on the wishes of the Commission),
6. Four Seasons Mall site (pre-construction),
7. Schaper Pond (site of future project),
8. Church parking lot near Turtle Lake that uses porous asphalt (although this may be too far away from other sites), and
9. Crystal Lake treatment plant (although outside of the watershed, it may be of interest for possible future application in this watershed).

The 2011 and 2009 tours each included six site visits.

Administrator Jester reported that so far only Commission staff and TAC members had answered the poll regarding possible tour dates; no Commissioners or Alternate Commissioners had yet responded to the poll. TAC members agreed that the date chosen for the tour was really up to the Commission; cities should be able to send staff on any day and time chosen.

Recommendations

1. The TAC recommended the Commission choose 5 or 6 of the above sites for the 2013 watershed tour.

5. TAC Communications

There were no additional communications from TAC members.

6. Next TAC Meeting

Next TAC meeting: June 6, 2013. Agenda items include:

1. Receive results of XP-SWMM and P8 models, discuss their future uses, updating schedule, and presentation of results to Commission

Future TAC Meeting agenda items:

1. Look into implementing "phosphorus-budgeting" in the watershed – allow "x" pounds of TP/acre.
2. Discuss issues/topics arising from Next Generation Plan process.



TECHNICAL MEMORANDUM

Item 5Bi
BCWMC 4-18-13

TO: Jeff Oliver, PE – City Engineer
City of Golden Valley

FROM: Justin Klabo, PE – Water Resources Engineer

DATE: March 27, 2013
(Updated April 10, 2013)

RE: Lakeview Park Pond Preliminary Design
BCWMC Technical Advisory Committee – Project Update
SEH No. GOLDV 122415 14.00

Background

In 2004, the City of Golden Valley completed a Feasibility Report for Lakeview Park as part of the Bassett Creek Watershed Management Commission (BCWMC) CIP. The study identified water quality benefits, potential to reduce flooding throughout the park, removal and replacement of the sanitary sewer through the park, and the overall feasibility of constructing a storm water pond within the park. The proposed project was not funded in 2004; however the project has been included within the BCWMC CIP for 2013. An update to the 2004 Feasibility Study was provided to the Commission in June of 2011. The update included project information, clarification of the project scope and an updated cost estimate to be included within the CIP.

The City of Plymouth has pursued improvements to the same drainage system by constructing a storm water pond on City owned property immediately upstream of Medicine Lake. However, the Plymouth storm water pond is not adequately sized to treat all of the storm water from the trunk storm sewer system to BCWMC Level I standards. Based on previous studies, the Plymouth storm water pond removes approximately 38% of the Total Suspended Solids (TSS) and 23% of the Total Phosphorous (TP) from the runoff of the watershed. New construction requirements implemented by BCWMC require storm water ponds to remove 90% of the TSS and 60% of the TP from the contributing watershed. Therefore the Plymouth pond does improve water quality downstream but does not meet BCWMC Level I standards.

Introduction

The City of Golden Valley requested that SEH provide professional services for the construction of a storm water pond within Lakeview Park. The goal of the project is to design and develop construction documents for a storm water pond that is designed to meet BCWMC Level I standards for the contributing drainage area. A budget was set by BCWMC based on the estimate developed in the 2011 update to the commission for engineering and construction costs for the pond. The funding includes \$196,000 from BCWMC and a \$50,000 match by the City of Golden Valley, totaling \$246,000 for engineering, construction and administration fees.

SEH is currently in the preliminary design phase of the project. Constraints to the site and other factors affecting the overall project cost that were not identified during the original drainage study completed in 2004 have arisen. Therefore it was deemed necessary to bring the project before the BCWMC Technical Advisory Commission (TAC) for discussion.

The purpose of this technical memorandum is to summarize the work that has been completed to date by the City of Golden Valley and SEH.

Lakeview Park is located approximately two blocks east of Trunk Highway 169 (T.H. 169), between Olympia Street and Winsdale Street North (see **Figure 1**). The park features include a baseball field, picnic area, shelter, soccer field, trail, and green space. Based on historical data, the area appeared to be a wetland and was hydraulically connected to Medicine Lake. When the area was developed, the wetland was filled to accommodate homes and roadways. The park is located in the center of a closed basin (i.e. a low area with no natural outlet). A trunk storm sewer line was installed during the time of the original development to drain the basin/low area into Medicine Lake. The trunk storm sewer line is the only outlet for the park and it extends west, under T.H. 169 and discharges into Medicine Lake.

Two areas in the park are prone to flooding; (1) the baseball field located in the northwest portion of the park (baseball field), and (2) the green space area located in the northeast portion of the park (green space). These two areas are separated by a berm formed by the construction of the trunk storm sewer line through the park. The trunk storm sewer line through the park is relatively shallow therefore fill material had to be placed over the pipe to provide cover over the pipe. The green space area experiences ponding for extended periods following rainfall events rendering the area unusable for park recreational activities. Under normal rainfall conditions (i.e. no extended period without rainfall), the area remains saturated. Site photos have been attached for review.

Geotechnical Investigation

A geotechnical investigation was performed by American Engineering Testing Inc. (AET) of St. Paul Minnesota and laboratory testing was performed by Soil Engineering Testing (SET) of Richfield, Minnesota. The soils investigation consisted of performing three soil borings throughout the park. Soil boring depths ranged from 30 to 60 feet.

Soil conditions at the site consisted of 2 to 4 feet of variable fill over swamp deposits. The fill consisted of a mixture of clayey sands, lean and fat clays, with some roots, organic material and gravel. The fill appeared to be placed in an uncontrolled fashion and was simply graded and not compacted. The swamp deposits below the fill consist of soft to very soft peats and organic clays that should be considered highly compressible. Below the swamp deposits layers of sandy lean clay and clayey sand till extend to layers of sandy coarse alluvium. The upper 5 feet of the till is very soft to soft and at greater depths the till is generally stiff to very stiff.

Based on the presence of swamp deposits and soft soils at the site, the outlet system will need to be placed on piling to prevent settlement from occurring. In addition, the swamp deposits have the potential to transfer vibrations from construction activities to adjacent structures. Therefore precondition surveys are recommended to be completed on the adjacent homes and vibration monitoring equipment installed to prevent structural damage.

Ground water was observed in all three borings during drilling. A piezometer was installed in one of the boreholes to get a more accurate measurement of the groundwater elevation. Based on the data obtained to date, the groundwater elevation is at an elevation of approximately 887.4 feet or approximately 7 feet below the ground surface elevation.

Hydrologic and Hydraulic Analysis

Existing Conditions

An existing conditions hydrologic and hydraulic model was developed to evaluate the current High Water Levels (HWLs) within the park. XPSWMM was used to dynamically model the system using data obtained from as-builts, 2011 LiDAR data and the previous study completed in 2004.

The model included the entire trunk storm sewer line which extends from upstream of Lakeview Park (Winsdale St. N.) to Medicine Lake. The existing conditions model determined that during the 100-year storm event, the green space area experiences just over 3 feet of ponding or a HWL of 897.2'. There are 4 homes located adjacent to the park whose rear-yards back up to the low lying area of the park. The ground elevation adjacent to each structure was surveyed (see **Table 1**). The surveyed point at each building approximately represents the finished floor elevation (FFE). Three of the four homes located along the park are within 0.4 feet of the 100-year HWL of the park. On all four parcels, the 100-year HWL extends onto each property (see **Figure 3**).

Table 1. Critical Building Elevations

Property	Approximate FFE
1529 Gettysburg Ave	902.6
1521 Gettysburg Ave	897.6
1517 Gettysburg Ave	897.3
1513 Gettysburg Ave	897.5

- 100yr HWL - 897.2'

Causes of Flooding

The cause of flooding within Lakeview Park was determined to be the result of three primary factors; (1) an undersized trunk storm sewer line downstream of the park, (2) the trunk storm sewer is relatively shallow as compared to the green space area of the park, and (3) limited live storage within the park below critical building elevations.

- **(1) Undersized Trunk Storm Sewer Line** – The trunk storm sewer line within the park surcharges as a result of the limited downstream capacity. This causes storm water to be forced out of 12inch CMP and into the green space area. Even though the purpose of the 12inch CMP is to drain the green space area, it actually serves as an outlet pipe for the trunk storm sewer system during surcharged conditions. The storm water that has entered the green space area is only able to be discharged back into the system once the water level in the downstream pipe has dropped. The trunk storm sewer line downstream of the park is made up of circular and arch reinforced concrete pipes. Sections of the system are relatively shallow as compared to the ground surface elevation therefore arch pipes were used in these locations to maintain adequate cover.
- **(2) Shallow Trunk Storm Sewer Line** – The second factor that causes flooding within the park is the relative elevation of the low area as compared to the invert elevation of the trunk storm sewer line. The low area within the green space is actually lower by approximately 0.2 feet than the invert of the trunk storm sewer line. The invert of the 12inch CMP on the trunk storm sewer line is 0.55 feet higher than the invert of the trunk line. Therefore storm water discharges into the

park after only building up 0.55 feet in the 50inch Span CMP-A trunk storm sewer line. If the trunk storm sewer line was lower, storm water would be conveyed downstream before discharging into the green space area under free flow conditions.

- (3) Limited Live Storage – The third cause of flooding is the limited live storage or allowable bounce in the park. The elevation at the property line of the residential parcels ranges from 0.5 feet to 1.5 feet higher than the low point in the green space area. Effectively the ponding area only has 0.5 feet of live storage before storm water is ponding on residential properties. The detail provided below illustrates the buildings, trail and property line relative to the existing topography at 1517 Gettysburg Avenue.

Section A-A (see Figure 4). Cross Section at 1517 Gettysburg Avenue



Proposed Conditions

The goal of the project, as mentioned previously, is to design a storm water pond to meet BCWMC Level I standards for the contributing drainage area to the pond. Two areas were identified to be routed into the pond for treatment (see **Figure 2**).

- South Area – South of Olympia St., including Lakeview Park
 - Subwatersheds B, C, D, E, H, I, L & O
 - Total Area – 16.8 acres
 - Volume from a 2.5" rainfall event: 1.05 acre-feet
- North Area – North of Olympia St.
 - Subwatersheds N, G & F
 - Total Area – 17.8 acres
 - Volume from a 2.5" rainfall event: 2.12 acre-feet

Several pond grading options were explored based on the treatment levels required for the contributing drainage areas. Ultimately one footprint was selected with varying depths based on the contributing drainage area to the pond. The two pond options are Partial Build and Full Build. **Figure 4** attached details the footprint used for both pond options and depicts the depth for the Full Build option.

- Partial Build (Option 2A) – Pond would be graded to a depth of 3 feet and be designed with a permanent pool volume equal to Level I standards for the South Area.
 - Divert only the South Area into the pond for treatment

- Permanent Pool Volume: 1.41 acre-feet
- Full Build (Option 2B) – Pond would be graded to a depth of approximately 7 feet. The pond permanent pool volume would be designed to Level I standards for the North Area and South Area.
 - Divert both the South Area and North Area into the pond for treatment
 - Permanent Pool Volume: 2.354 acre-feet

A P8 model was developed to analyze the pollutant removal efficiencies of each pond. **Table 2** below summarizes the pollutant loading and removal efficiency for each pond.

Table 2. P8 Results

Storm Water Pond	Partial Build - Option 2A		Full Build - Option 2B	
	TSS	TP	TSS	TP
Inflows	5855	18.7	11856	37.9
Trapped	5329	11.8	10214	22.1
% Removed	91.0%	63.1%	86.2%	58.3%

The removal efficiencies for Lakeview Pond identified in the 2004 feasibility study were 83% for TSS and 52% for TP.

A proposed conditions model was developed to analyze the addition of a pond to the park. The XPSWMM analysis determined that the HWL of the park could not be significantly reduced with the addition of a pond. This is because there is limited live storage created by excavating a pond since the elevation of the low area is at or near the proposed NWL of the pond.

The two areas proposed to be routed into the pond for treatment were analyzed in XPSWMM to determine the change in HWL in the park. The option to route storm water from only the area south of Lakeview Park was found to maintain the HWL. However routing both the areas (north of Olympia and South of Lakeview Park) to the pond were found to cause an increase in the HWL. As a result of the flooding and inability to reduce flood levels within the park options to improve the flooding situation within the park were reviewed.

- Option 1 - The downstream trunk storm sewer system was evaluated to determine if there was a specific section of pipe that could be replaced to increase capacity and thereby reducing flood levels within the park. MnDOT is currently in the process of developing plans and specifications for improvements to T.H. 169 and based on discussions with the MnDOT project manager, an improvement to the crossing at T.H. 169 would be possible as part of their project. Ultimately through an iterative analysis of the downstream trunk storm sewer system, it was found that a parallel storm sewer line, approximately 30inch RC pipe would be the most feasible improvement. However the parallel line would need to extend from Lakeview Park to Medicine Lake and was not pursued further based on impacts and overall cost.
- Option 2A Partial Build, Option 2B Full Build – Construct a berm along the property line, separating the pond and rear yards. The berm would be constructed such that the top of the berm was above the 100-year HWL of the pond. In addition a culvert with a flap gate would need to be

installed to provide a gravity outlet for any storm water that collects in the rear yards while preventing backflow from the pond.

- Option 3 – Buyout the four homes located along the park. This would allow a pond to be constructed without flooding the residential dwellings since they would be removed.

A summary of the cost estimates for each option have attached including the cost per pound of phosphorus removed for each option. The pond construction costs provided in the table are based on diverting the storm water from both the area to the north along Olympia St. and the area south of Lakeview Park.

Findings

The option that had the least overall cost and is the most feasible to construct is Option 2. This option will require monitoring of the berm but it presents the least amount of impacts to infrastructure and reduces flooding to the rear yards without buyouts.

Detailed costs estimates were developed for two pond grading options. In both grading plan options, a berm (see Option #2 above) was included in the estimate.

- Partial Build (Option 2A) – Pond would be graded to a depth of 3 feet and be designed with a permanent pool volume equal to Level I standards for only diverting the drainage area south of Lakeview Park.
- Full Build (Option 2B) – Pond would be graded to a depth of approximately 7 feet. The pond permanent pool volume would be designed to Level I standards for diverting both the area to the north and south of Lakeview Park for treatment.

The annualized costs for each option, including the original project cost from the 2011 update are summarized in **Table 3** below. A project life of 50 years was used and included \$7,500 for maintenance costs which would be incurred every 12 years. A range of annual costs per lb of TP removed was provided in **Table 3** based on a 3% and 4% interest rate.

Table 3. Cost per Pound of TP removed

Project	Project Cost ⁽¹⁾	TP Removal, lbs/year	Annual Cost of TP Removal, \$/lb
2004 Feasibility Study	\$ 196,000.00	15.0	\$570 - \$660
Option 2A - Partial Build	\$ 361,100.00	11.8	\$1,270 - \$1,500
Option 2B - Full Build	\$ 411,800.00	22.1	\$770 - \$910

⁽¹⁾ Includes Construction Cost, Engineering, Administration and Contingency

Conclusion

Overall total project costs were found to increase as a result of site issues that were not originally anticipated in the 2004 study. The additional project components include constructing a berm along the park to prevent the pond from inundating private property, installing piling for the outlet system to

prevent settlement, conducting precondition structure surveys and installing vibratory monitoring equipment to monitor construction activities.

Attachments

- Figure 1 – Project Location
- Figure 2 – Drainage Areas
- Figure 3 – Existing Condition 100-Year HWL
- Figure 4 – Pond Grading Plan (Full Build Scenario)
- Opinion of Probable Costs for Improvements
- Site Photos

c: Dan Erickson | SEH
Sue Mason | SEH
Ron Leaf | SEH

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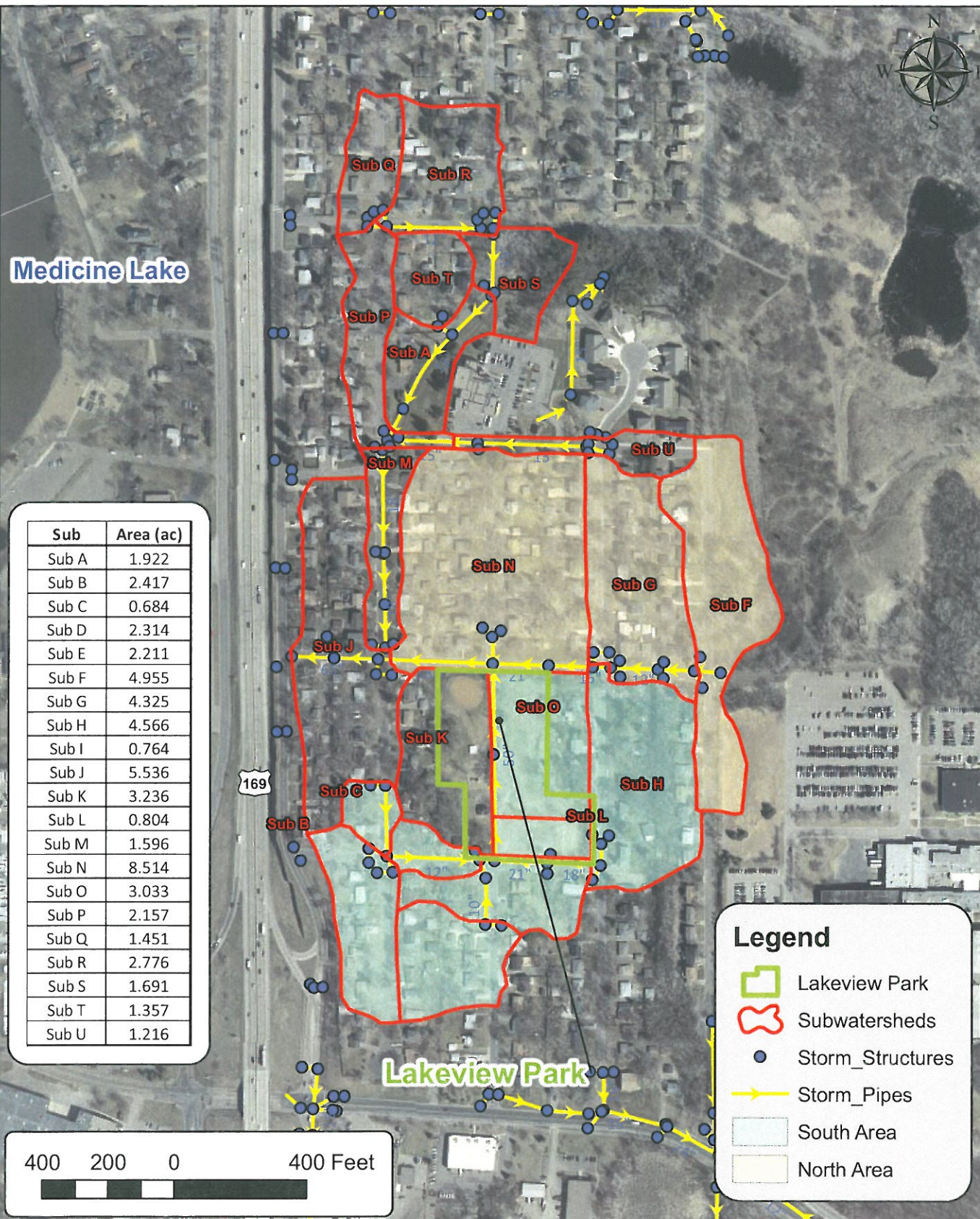
Project: GOLDV 122415
Print Date: 4.10.13

Map by: jtk
Projection: UTM Zone 15
Source: MnGeoSpatial, SEH,
MnDOT, City of Golden Valley

Project Location
Lakeview Park Pond
City of Golden Valley

Figure
1

This map is neither a legally recorded map nor a survey map and is not intended to be used as one. This map is a compilation of records, information, and data gathered from various sources listed on this map and is to be used for reference purposes only. SEH does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and SEH does not represent that the GIS Data can be used for navigational, tracking, or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that SEH shall not be liable for any damages which arise out of the user's access or use of data provided.



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Project: GOLDV 122415
Print Date: 4.10.13
Map by: jlk
Projection: UTM Zone 15
Source: MnGeoSpatial, SEH,
MnDOT, City of Golden Valley

Drainage Areas
Lakeview Park Pond
City of Golden Valley

Figure
2

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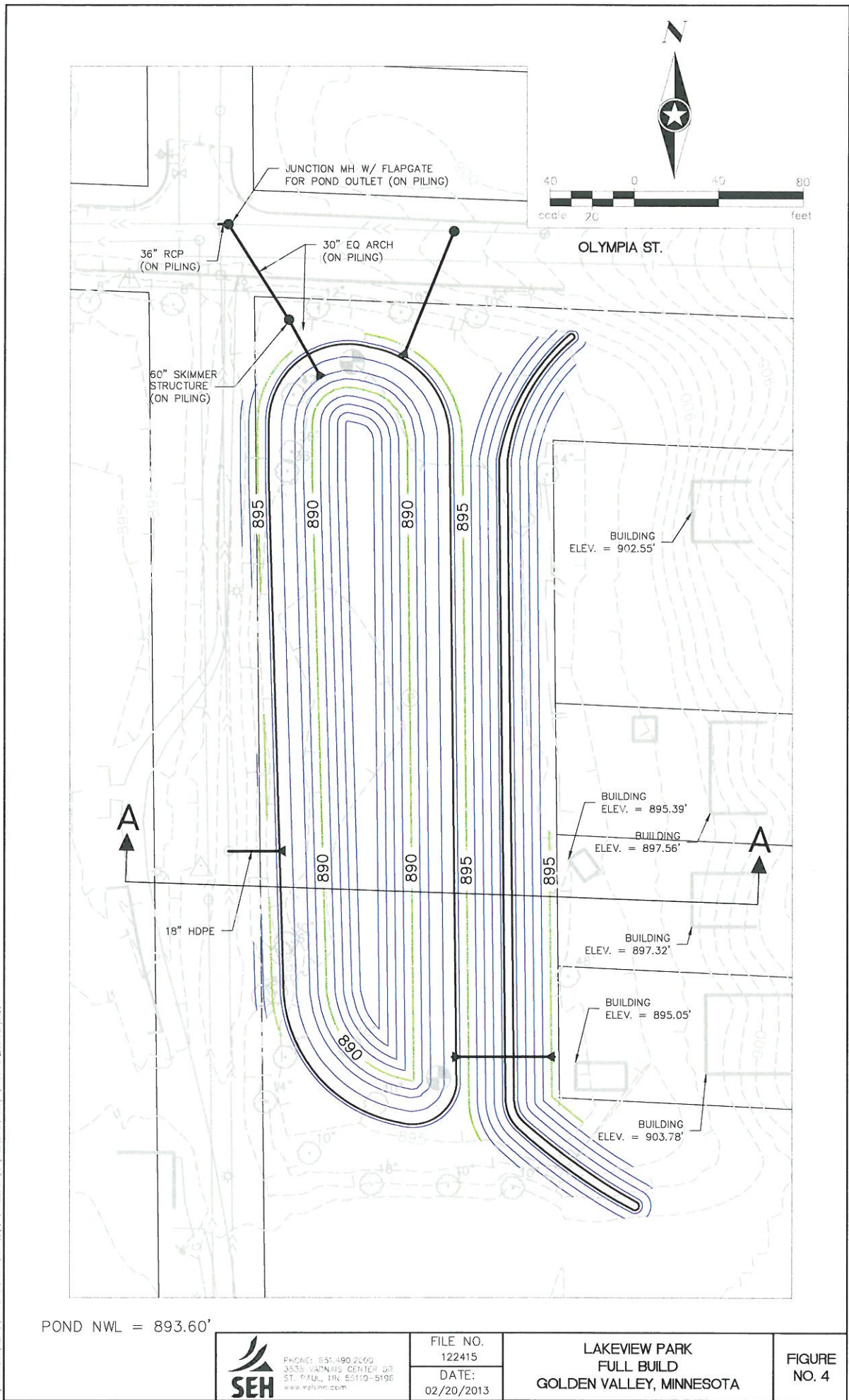
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Project: GOLDV 122415
Print Date: 4.10.13
Map by: jlk
Projection: UTM Zone 15
Source: MnGeoSpatial, SEH,
MnDOT, City of Golden Valley

Existing Conditions - 100 Yr HWL
Lakeview Park Pond
City of Golden Valley

Figure
3

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 PHONE: 651-490-2000 3435 WAPNICK CENTER DR ST. PAUL, MN 55110-5198 www.sehinc.com	FILE NO. 122415	LAKEVIEW PARK FULL BUILD GOLDEN VALLEY, MINNESOTA	FIGURE NO. 4
	DATE: 02/20/2013		



City of Golden Valley
Lakeview Park Pond
Opinion of Probable Cost for Improvements
4.10.13

Option	Description	Estimated Cost
Option #1 - Parallel Trunk Storm Sewer System	- Install a parallel system from Park to Medicine Lake	\$ 281,900.00
	- Existing system would remain online	
	- New parallel system would be at 0.1%, lowering the upstream invert at the Park by ~3.5 feet.	
	- 30" RCP Parallel Pipe \$90/lf	
	- Storm Water Pond Construction	\$ 215,600.00
	- Roadway Costs \$175/lf (does not include utilities)	\$ 316,800.00
Subtotal (Construction Cost w/ 20% Contingency) -		\$ 814,300.00
Engineering and Admin (30%) -		\$ 244,300.00
Total Estimated Project Cost -		\$ 1,058,600.00
Cost per LB of Phosphorus Removed (22.1 lbs/yr Removed) -		\$ 48,000.00
Option #2A - Pond (Partial Build) with Berm	- Construct a storm water pond and berm	\$ 277,700.00
	- The berm is located along the east edge of the park	
	- Berm would provide over 1 foot of freeboard from the 100-year HWL	
	- Cost includes 20% Contingency	
Engineering and Admin (30%) -		\$ 83,400.00
Total Estimated Project Cost -		\$ 361,100.00
Cost per LB of Phosphorus Removed (11.8 lbs/yr Removed) -		\$ 30,700.00
Option #2B - Pond (Full Build) with Berm	- Construct a storm water pond and berm	\$ 316,700.00
	- The berm is located along the east edge of the park	
	- Berm would provide over 1 foot of freeboard from the 100-year HWL	
	- Cost includes 20% Contingency	
Engineering and Admin (30%) -		\$ 95,100.00
Total Estimated Project Cost -		\$ 411,800.00
Cost per LB of Phosphorus Removed (22.1 lbs/yr Removed) -		\$ 18,700.00
Option #3 - Home Buyouts	- Purchase the 4 homes along the eastern edge of the park	\$ 1,500,000.00
	- Home costs include: purchase, relocation, demolition, legal and administrative fees	
	- Storm Water Pond Construction (Includes 20% Contingency, 30% Engineering and Administrative fees)	\$ 336,300.00
Total Estimated Project Cost -		\$ 1,836,300.00
Cost per LB of Phosphorus Removed (22.1 lbs/yr Removed) -		\$ 83,100.00



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 6C. Review of Draft FEMA Hennepin County Floodplain Maps
BCWMC April 18, 2013 Meeting Agenda
Date: April 10, 2013
Project: 23270051.34 2013 032

6C. Review of Draft FEMA Hennepin County Floodplain Maps

Recommendations:

1. Direct Engineer to draft letter for Commission signature requesting that FEMA
 - a. Modify the draft floodplain maps to include information from the 2007 LOMR to accurately map the floodplains and base flood elevations for the Sweeney Lake Branch; and
 - b. Restudy Plymouth Creek, using the information provided in the new XP-SWMM model of the Plymouth Creek watershed to incorporate up-to-date information about the current hydrology and road crossings.

Background

The Federal Emergency Management Agency (FEMA) is in the process of updating the Flood Insurance Study (FIS) for each county in the state. The FIS includes maps of the floodplains for the 1% and 0.2% Annual Chance Flood Event (100- and 500-year Floods, respectively) and the floodway for the 1% Annual Chance Flood Event. The maps provide valuable information for local entities, such as the BCWMC and member cities, for managing land adjacent to creeks and rivers to minimize risk to infrastructure and to reduce public safety issues during flood events. They are also used by the insurance industry to determine if structures with mortgages from a federally insured lending institution will be required to buy flood insurance.

FEMA issued the revised preliminary maps and requested that cities in the flood insurance program complete a review of the maps for accuracy and submit their comments before June 29th. It is in the best interest of the BCWMC and the member cities to submit comments during the 90-day appeals period so there is opportunity for FEMA to incorporate comments into the FIS maps.

To: Bassett Creek Watershed Management Commission
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Review of Preliminary Maps

As authorized at the November 14, 2012 BCWMC meeting, the Engineer completed a preliminary review of the revised mapping. This review included comparing the 100-year flood elevations in Table 5-3 from the 2009 amendment to the BCWMC Watershed Management Plan to interpolated flood elevations on the revised FIS maps. The FIS maps contain contours called Base Flood Elevations (BFEs) that show approximate locations of where the modeled flood water surface elevation is equal to a whole number (e.g. 834.0). The printed BFEs were interpolated to estimate the mapped flood elevation at the locations in Table 5-3. The flood elevations included in Table 5-3 in the BCWMC Watershed Management Plan come from a combination of the original models for the FIS and updated models that reflect new or modified road crossings.

Tables 1 to 4 (Bassett Creek Main Stem, Sweeney Lake Branch, North Branch Bassett Creek, and Plymouth Creek, respectively) below and Figures 1 to 3 (attached) provide a summary of the flood elevation comparisons at road crossings. In general, the mapped flood elevations for the Bassett Creek Main Stem and North Branch Bassett Creek match reasonably well, except at the Golden Valley Golf Club property. The mapped flood elevations for the Sweeney Lake Branch do not match because the preliminary maps do not incorporate a Letter of Map Revision (LOMR) completed in 2007 by the City of Golden Valley. Generally, the flood elevations from the preliminary maps are higher than the BCWMC flood levels. The mapped flood elevations for Plymouth Creek are also a poor match, because the city has developed significantly since completion of the original analysis and mapping in 1977. Since then, new road crossings and modified road crossings have been constructed that have impacted localized flood levels.

The Engineer recommends that the Commission request that FEMA modify the floodplain maps to include information from the 2007 LOMR to accurately map the floodplains and BFEs for the Sweeney Lake Branch. Staff also recommends that the Commission request that FEMA restudy Plymouth Creek using the information provided in the new XP-SWMM model of the Plymouth Creek watershed to incorporate up-to-date information about the current hydrology and road crossings.

Table 1. Comparison of BCWMC and FIS flood elevations for the Bassett Creek Main Stem.
(US = upstream side; DS = Downstream side)

Location	BCWMC Plan Flood Elev. (ft)	FIS Flood Elev. (ft)	Difference
Tunnel Inlet	807.1	807	0.1
Irving Avenue Bridge (DS)	808.4	808.8	-0.4
Irving Avenue Bridge (US)	809.1	809	0.1
Cedar Lake Rd	812.7	813	0.1
MN&S RR Bridge	814.6	814	0.6
Old Penn Ave Bridge (DS)	814.7	814.9	-0.2
Old Penn Ave Bridge (US)	815	815	0
BN RR Bridge	815.1	815	0.1
MN&S RR Bridge (DS)	816.2	815.5	0.7
MN&S RR Bridge (US)	816	816	0

To: Bassett Creek Watershed Management Commission
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**Table 1. Comparison of BCWMC and FIS flood elevations for the Bassett Creek Main Stem.
(US = upstream side; DS = Downstream side)**

Location	BCWMC Plan Flood Elev. (ft)	FIS Flood Elev. (ft)	Difference
Fruen Mill Dam (DS)	816.3	817	-0.7
Fruen Mill Dam (US)	818	818	0
Glenwood Ave	820.1	820.5	-0.4
Hwy 55 (DS)	821.5	821	0.5
Hwy 55 (US)	826	826	0
Golf Cart Bridge	826	826	0
MN&S RR Bridge	826	826	0
Plymouth Ave Bridge	826	826	0
Wirth Parkway (DS)	826	826	0
Wirth Parkway (US) Bridge	826.3	826.2	0.1
Confluence w/ Sweeney Lake Branch	827	827	0
Golden Valley Road (DS)	827.2	827	0.2
Golden Valley Road (US)	830	830	0
Dresden Lane (DS)	830.3	830	0.3
Dresden Lane (US)	831.4	831	0.4
Bassett Creek Drive	832	832	0
Bassett Creek Drive	832.7	833	-0.3
Noble Lane (DS)	839.5	839.5	0
Noble Lane (US)	839.5	839.5	0
Regent Avenue (DS)		841.5	
Regent Avenue (US)	841.9	841.5	0.4
Minnaqua Avenue	842.5	842.5	0
Highway 100 (DS)	843.2	843	0
Hwy 100 (US)	849	849	0
DS Confluence N. Branch	849	849	0
Westbrook Road (DS)	857.1	857	0.1
Westbrook Road (US)	858.1	858	0.1
Duluth Street (DS)	861.3	861.3	0
Duluth Street (US)	861.8	861.8	0
St. Croix Avenue (DS)	863	863	0
St. Croix Avenue (US)	864.1	864	0.1
MN&S RR (DS)	869.5	869	0.5
MN&S RR (US)	869.5	869.2	0.3
Douglas Drive (DS)	870.2	870	0.2
Douglas Drive (US)	871	871	0
Florida Avenue (DS)	871.6	871.8	-0.2
Florida Avenue (US)	872.3	872	0.3
Hampshire Ave (DS)	872.5	872.8	-0.3
Hampshire Ave (US)	873	873	0
GV Country Club (DS)	874.4	875	-0.6
GV Country Club (US)	878.4	876	2.4
Pennsylvania Avenue (DS)	879.3	879	0.3
Pennsylvania Avenue(US)	880.5	880	0.5
C&NW RR (DS)	881.7	882	-0.3
C&NW RR (US)	882.9	883	-0.1
Winnetka Ave (DS)	883.3	883.5	-0.2
Winnetka Ave (US)	883.5	883.6	-0.1

To: Bassett Creek Watershed Management Commission
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Table 1. Comparison of BCWMC and FIS flood elevations for the Bassett Creek Main Stem. (US = upstream side; DS = Downstream side)

Location	BCWMC Plan Flood Elev. (ft)	FIS Flood Elev. (ft)	Difference
Wisconsin Ave (DS)	884.7	885	-0.3
Wisconsin Ave (US)	888	887	1
Golden Valley Road (DS)	888	888	0
Golden Valley Road (US)	888	888	0
Westbound Hwy 55 (DS)	888	888	0
Eastbound Hwy 55 (US)	888.1	888	0.1
Boone Ave (DS)	888.2	888	0.2
Boone Ave (US)	888.3	888	0.3
Hwy 169 (DS)	888.4	888.5	-0.1
Hwy 169 (US)	888.5	888.7	-0.2
Hwy 55 Ramp (DS)	888.5	889	-0.5
Hwy 55 Ramp (US)	888.5	889	-0.5
Hwy 55 Eastbound (DS)	888.5	889	-0.5
Hwy 55 Eastbound (US)	888.5	889	-0.5
Hwy 55 Westbound (DS)	888.5	889	-0.5
Hwy 55 Westbound (US)	888.8	889	-0.2
Hwy 169 ramp to W 55 (DS)	888.8	889	-0.2
Hwy 169 ramp to W 55 (US)	888.8	889	-0.2
Hwy 55 N Frontage Rd (DS)	889	889	0
Hwy 55 N Frontage Rd (US)	889	889	0
10 th Ave (DS)	889	889	0
10 th Ave (US)	889	889	0
C&NW RR Bridge (DS)	889	889	0
C&NW RR Bridge (US)	889.4	889.5	-0.1
South Shore Drive (DS)	889.4	889.5	-0.1
South Shore Drive (US)	890.3	890	0.3
Medicine Lake Weir (DS)	890.3	890	0.3

Table 2. Comparison of BCWMC and FIS flood elevations for the Sweeney Lake Branch. (US = upstream side; DS = Downstream side)

Location	BCWMC Plan Flood Elev. (ft)	FIS Flood Elev. (ft)	Difference
Confluence w/Main Stem	827	827	0
France Ave extension (DS)	827	827	0
Union Pacific RR (DS)	831.5	838	-6.5
Union Pacific RR (US)	835.6	838	-2.4
Hwy 55 (DS)	835.6	838	-2.4
Hwy 55 (US)	836.7	838	-1.3
MN & S RR (DS)	836.7	838	-1.3
MN & S RR (US)	839.3	842	-2.7
TH 100 (DS) (Breck Pond)	839.7	842	-2.3
TH 100 (US)	845.2	857	-11.8
Turners Crossroad (US)	854.7	857	-2.3
Glenwood Pond A	854.7	857	-2.3
MN & S RR (DS)	854.7	857	-2.3
MN & S RR (US)	854.8	857	-2.2

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Table 2. Comparison of BCWMC and FIS flood elevations for the Sweeney Lake Branch. (US = upstream side; DS = Downstream side)

Location	BCWMC Plan Flood Elev. (ft)	FIS Flood Elev. (ft)	Difference
Glenwood Pond B	854.8	857	-2.2
Glenwood Ave (D)	854.8	857	-2.2
Glenwood Ave (US)	854.8	857	-2.2
Duck Pond	854.8	857	-2.2
MN & S RR (DS)	854.8	857	-2.2
MN & S RR (US)	858.7	869	-10.3

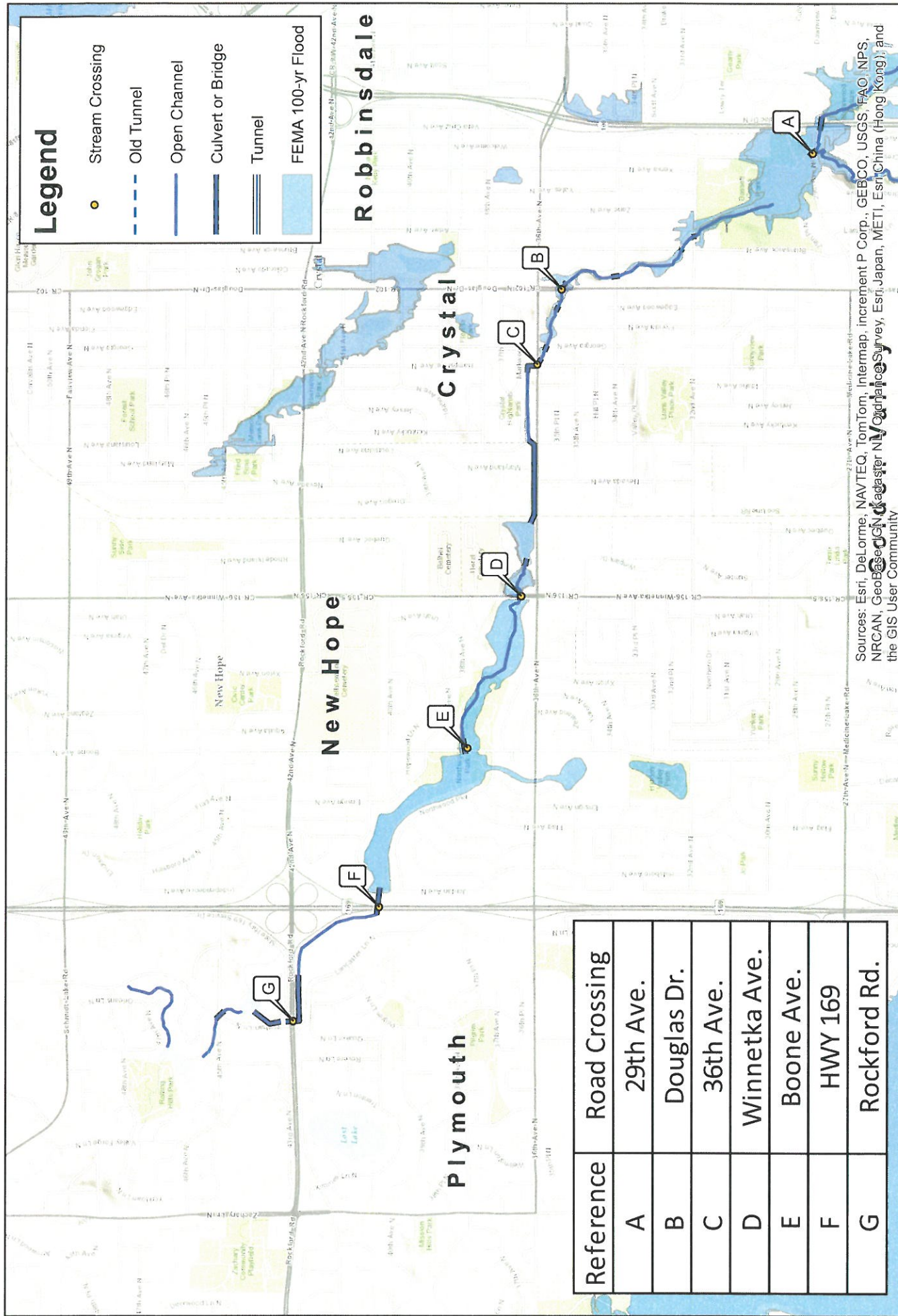
Table 3. Comparison of BCWMC and FIS flood elevations for the North Branch Bassett Creek. (US = upstream side; DS = Downstream side)

Location	BCWMC Plan Flood Elev. (ft)	FIS Flood Elev. (ft)	Difference
Hwy 100 Control (US)	849	849	0
Confluence w/Main Stem	849	849	0
29th Avenue (DS)	849	849	0
29th Avenue (US)	849.5	850	-0.5
32nd Avenue (DS)	849.6	850	-0.4
32nd Avenue (US)	854	854	0
Brunswick Avenue (DS)	854.7	855	-0.3
Brunswick Avenue (US)	855.9	856	-0.1
34th Culvert (DS)	862.8	863	-0.2
34th Culvert (US)	866.1	866	0.1
Douglas Drive (DS)	870	870	0
Douglas Drive (US)	870.1	871	-0.9
Edgewood Emb (DS)	870.7	871	-0.3
Edgewood Emb (US)	878.2	878	0.2
Georgia Avenue (DS)	878.2	878	0.2
Georgia Avenue (US)	878.4	878	0.4
36th & Hampshire (DS)	878.4	878	0.4
36th & Hampshire (US)	879	879	0
Louisiana Ave. (DS)	881	883	-2
Maryland Ave. (48" CMP)	-----	-----	
Oregon Ave. (48" CMP)	-----	-----	
MN & S RR (42" CMP)	-----	-----	
Inlet of 42" CMP	888	886	2
Service Road	888	887	1
Winnetka Ave. (DS)	888	888	0
Winnetka Ave. (US)	889	889	0
Boone Ave. (DS)	889.3	889	0.3
Boone Ave. (US)	889.5	889	0.5
Northwood Lake	889.5	889	0.5
TH 169 (DS)	889.5	889	0.5
TH 169 (US)	890.5	-----	
Rockford Road (DS)	890.5	-----	
Rockford Road (US)	898.5	-----	

To: Bassett Creek Watershed Management Commission
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Table 4. Comparison of BCWMC and FIS flood elevations for Plymouth Creek. (US = upstream side; DS = Downstream side)

Location	BCWMC Plan Flood Elev. (ft)	FIS Flood Elev. (ft)	Difference
Medicine Lake	890.3	890	0.3
West Medicine Lake Drive (DS)	890.3	892.5	-2.2
West Medicine Lake Drive (US)	891.5	893	-1.5
26 th Avenue N. (DS)	925	925	0
26 th Avenue N. (US)	925.5	930	-4.5
28 th Avenue N. Dike (DS)	928	930	-2
28 th Avenue N. Dike (US)	930.8	930	0.8
County Road 61 (DS)	930.8	930	0.8
County Road 61 (US)	931.2	930	1.2
Xenium Lane (DS)	931.2	930	1.2
Xenium Lane (US)	931.5	931	0.5
I-494 (DS)	935	936	-1
I-494 (US)	938.5	936	2.5
Fernbrook Lane (DS)	947	946	1
Fernbrook Lane (US)	948	951	-3
Central Park Pond Outlet Structure (DS)	949	952.5	-3.5
Central Park Pond Outlet Structure (US)	953	952.5	0.5
37 th Avenue	956	953	3
County Road 9(3-72" RCPA)	959	953	6
Vicksburg Lane (DS)	961	960	1
Vicksburg Lane (US)	962	962	0
Dunkirk Lane (US)	979	979	0
Dunkirk Lane (DS)	982	980	2
T.H. 55 (DS)	982	980	2
T.H. 55 (US)	982.5	983	-0.5



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FIGURE 2
MAJOR STREAM CROSSINGS
BASSETT CREEK NORTH BRANCH
FIS Review of Bassett Creek Watershed

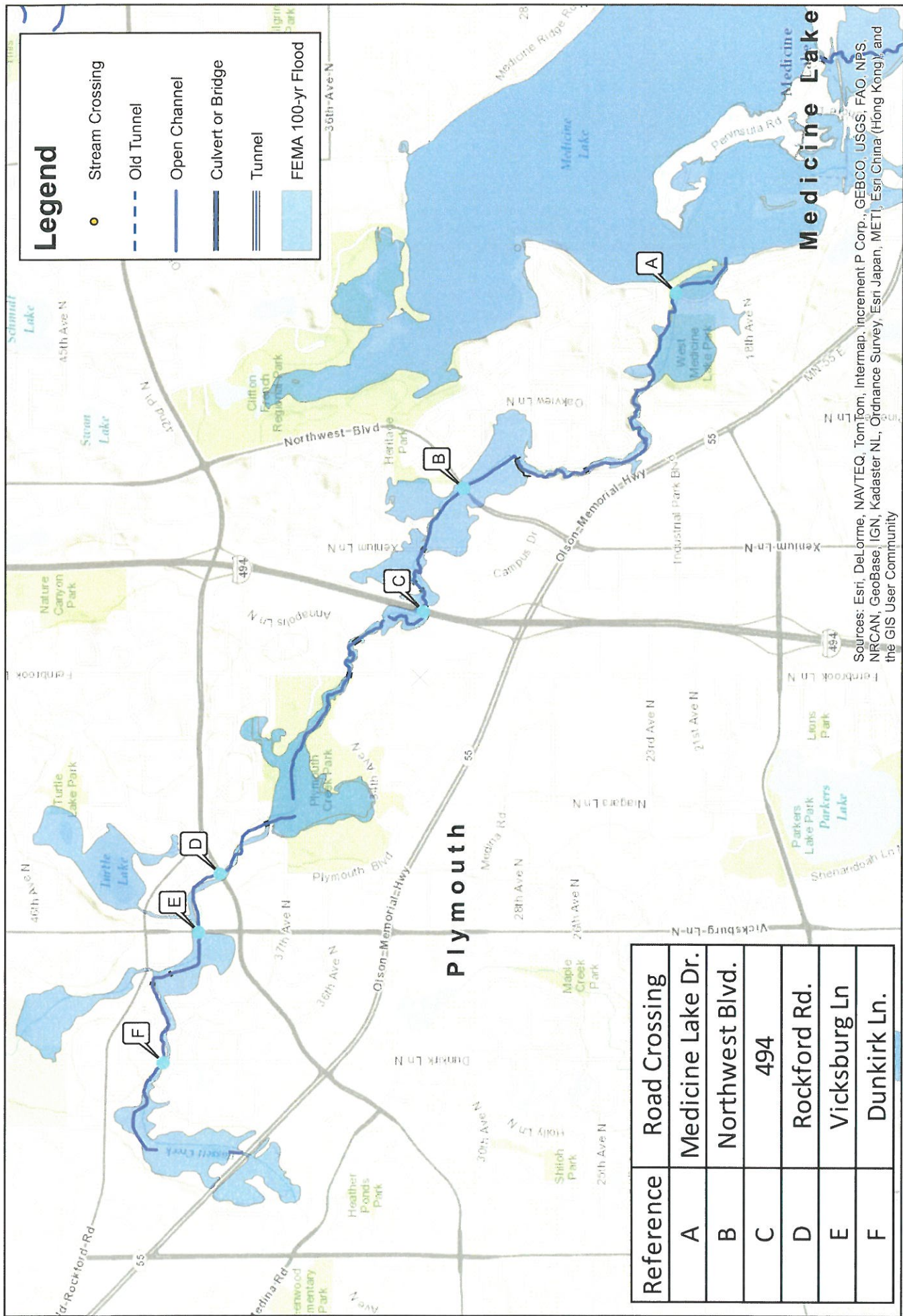


FIGURE 3
MAJOR STREAM CROSSINGS
PLYMOUTH CREEK
FIS Review of Bassett Creek Watershed



Item 6D
BCWMC 4-18-13

Memorandum

To: Brian Johnson
From: Laura Jester, BCWMC Administrator
Subject: CAMP
Date: March 22, 2013
Project: Bassett Creek WMO Participation in the Citizens Assisted Monitoring Program

At its February 21, 2013 meeting, the Bassett Creek Watershed Management Commission (BCWMC) approved participating in the Metropolitan Council Environmental Services' 2013 Citizen-Assisted Monitoring Program (CAMP). The following table lists the eight lakes being sponsored by the BCWMC in 2013 and the contact information for the volunteer resident samplers who have agreed to participate in the program, thus far.

Unfortunately, we are still missing volunteers for some lakes. We will continue to search for volunteers. Please contact me at laura.jester@keystonewaters.com or 952-270-1990 with any questions.

Lake	City	City/ Commissioner Contact	Resident Contact & Sampler	2012 participant
1. Medicine Lake: 27-0104	Medicine Lake	Ted Hoshal BCWMC Commissioner 6960 Madison Avenue W., Ste. 2 Minneapolis, MN 55427-3627	David & Josie Nelson 239 Peninsula Road Medicine Lake, MN 55441 763-540-6884 (h) josie.david.nelson@gmail.com Ted Hoshal dthoshal@luma-gard.com 763-541-1140	Yes (new kit in 2010)
2. Medicine Lake site 2: 27-0104	Medicine Lake	Ted Hoshal BCWMC Commissioner 6960 Madison Avenue W., Ste. 2 Minneapolis, MN 55427-3627	Ryan Atwell – in April only 150 Peninsula Road #7 Medicine Lake, MN 55441 563-299-0467 Ryancardiffatwell@gmail.com May 7 – July 8: Richard Emery Bridgett Jodell 10100 South Shore Drive Plymouth, MN 55441 763-545-8374 rcemery@emeryiplaw.com	Yes
3. Northwood Lake: 27-0627	New Hope	Guy Johnson City of New Hope Director of Public Works 5500 International Pkwy. New Hope, MN 55428 763-592-6766 gjohnson@ci.new-hope.mn.us	Robert White 8948 Northwood Parkway New Hope, MN 55427 763-593-9289 (H) RWWhite57@Comcast.net	Yes

4. Sweeney Lake (south site): 27-0035-01	Golden Valley	Eric Eckman City of Golden Valley 7800 Golden Valley Road Golden Valley MN 55427 763-593-8044 eeckman@ci.golden-valley.mn.us	Dave Hanson 1030 Angelo Drive Golden Valley, MN 55422 763-588-1478 Davewhanson@gmail.com	Yes
5. Twin Lake: 27-0035-02	Golden Valley	Eric Eckman City of Golden Valley 7800 Golden Valley Road Golden Valley MN 55427 763-593-8044 eeckman@ci.golden-valley.mn.us		
6. Westwood Lake: 27-0711	St. Louis Park	Jim Vaughan City of St. Louis Park 5005 Minnetonka Blvd. St. Louis Park, MN 55416 952-924-2699 jvaughan@stlouispark.org		
7. Parkers Lake: 27-0107	Plymouth	Derek Asche 3400 Plymouth Blvd. Plymouth MN 55447 763-509-5526 DAsche@ci.plymouth.mn.us		
8. Lost Lake: 27-0103-00	Plymouth	Derek Asche 3400 Plymouth Blvd. Plymouth MN 55447 763-509-5526 DAsche@ci.plymouth.mn.us	Barrie Froseth 4120 Ximines Lane, North Plymouth, MN 55441 Barrie.froseth@genmills.com 763-544-8760 (home) 763-764-4930 (work) 763-607-0436 (cell)	No
Anticipated Cost to BCWMC for 2013 CAMP participation:			(8*\$550) + (2*\$150/kit)	\$4,700



Bassett Creek Watershed Management Commission

Next Gen Plan Steering Committee Meeting Notes

4:30 p.m ~ Monday March 25, 2013
Plymouth City Hall Medicine Lake Room

Attendees: Committee Chair Linda Loomis; Commissioner Ted Hoshal; Alternate Commissioners Lisa Goddard; Administrator Laura Jester; Engineer Karen Chandler; TAC member Derek Asche

1. Call Meeting to Order

The meeting was called to order by Chair Loomis at 4:40 p.m.

2. Review and Approve Notes from February 25, 2013 Meeting

There were no suggested changes to the notes from the February 25, 2013 meeting. Consensus to accept the notes as presented.

3. Budget Review

The group briefly discussed the fact that the Administrator's time spent on the Watershed Plan was currently being tracked but funded out of the "Administrator" budget rather than the "Next Generation Plan" budget. There was consensus that this practice is fine but should be discussed by the BCWMC Budget Committee. Similarly, Engineer Chandler's time spent in Plan Steering Committee meetings is not being charged to the Plan because she has a dual role at these meetings and would likely attend them whether or not Barr was developing the Watershed Plan. Both Jester and Chandler were asked to continue tracking their time spent on the Plan.

4. Additional Small Group Meetings

Asche will invite representatives of lake associations to Plymouth's Environmental Quality Committee meeting. Jester will contact the AMLAC president inquiring about a special small group meeting for the lake association. Loomis reported that the City of New Hope Council indicated the Northwood Lake Homeowners Association may be interested in participating in a meeting. However, contact information for that group was not forwarded to her yet. She will follow up with New Hope, Golden Valley, Minnetonka and others for contact information of additional groups. Hoshal indicated the Loppet Foundation may wish to get involved. He will be in touch with them.

5. Update on Small Group Meetings

- Minnetonka: With city staff - complete
- Golden Valley: City Council and Planning, Environmental and Open Space and Recreation Chairs – March 12 6:30 pm - complete
- New Hope: City Council – March 18 at 6:30 pm - complete
- St. Louis Park: With city staff – Justin Riss - Date?
- Robbinsdale: April 18 at 7:00 – Linda Loomis
- Plymouth: Environmental Quality Commission – April 10 - Ginny Black
- Crystal: Council Work Session - March 25 7:00 – Linda Loomis
- Medicine Lake: Planning Commission – April 18 - Ted Hoschal
- Minneapolis: Combines Meeting with MPRB - March 30th 10:00 am - Wirth Park Chalet Fireplace room – Michael Welch/Lisa Goddard

Loomis reported that the meetings had been going well and she had received much feedback thus far. It was noted that a record of meeting attendees will need to be kept for reporting purposes. There was discussion about materials needed for upcoming meetings, including a large map, introductory PowerPoint presentation and display materials for the public meeting with MPRB in Minneapolis on March 30th. The group asked that Jester email the PowerPoint presentation once complete.

6. Online Survey

Jester reported that so far the survey had only been answered by about 36 people. There was discussion about other avenues and ways to distribute the survey link and the public interest article. Some ideas included Golden Valley Newsletter, the Patch, flyers at Plymouth Yard and Garden Expo (Jester to get 200 copies to Hoschal), North News, Harrison neighborhood website and social media sites. Committee members will continue to distribute the survey and article.

7. Proposal from GTS for Assistance with Summit

Jester was given direction to get a proposal from GTS for assistance with the Summit for Commission consideration at their April meeting. There was discussion about using electronic polling equipment at the Summit. Jester will mention this to GTS staff.

8. Further Distribution of Article

See number 6 above.

9. Next meeting and Adjourn - next meeting is scheduled for April 22 at 4:30 p.m., currently at the Plymouth City Hall. The meeting adjourned at 6:00 p.m.

Proposal to Facilitate the Bassett Creek Watershed Summit

Thursday, June 13, 2013

ASSUMPTIONS

- The purpose of the Summit is three-fold:
 - To engage the public in identifying priority issues that reflect their values and concerns regarding water quality and the health of Bassett Creek, Medicine Lake, Parkers Lake, Sweeney/Twin Lakes, Wirth Lake and the other waterbodies of the Bassett Creek watershed.
 - To help provide direction to the Bassett Creek Watershed Management Commission as members craft a watershed plan for the next ten years.
 - To meet the citizen participation requirement of the Board of Water and Soil Resources.
- The Summit will be held from 7:00 to 9:00 p.m. in the Council Chambers at Plymouth City Hall.
- Estimated attendance is 100, or as space permits. Participants will include public officials, city planners, engineering staff, lake association members, and other interested watershed constituents and stakeholders.
- The Summit follows a series of small group sessions in different communities designed to generate input on participant preferences and issues. In addition, an online survey has been used to expand outreach and gather comments from as broad a range of people as possible.
- The input derived from the meetings and the survey will be the basis for an affinity mapping exercise in preparation for the Summit. This data will be provided to GTS at least three weeks in advance.
- Results of the facilitation at the Summit will be given to Watershed administrator or members.
- Note: It is assumed that many, but not all, of the participants will have completed the online survey ahead of time. Those who pre-register will be encouraged to take that step before the Summit.

TASKS

Develop the plan for the Summit

- Create an agenda and process to achieve the desired outcomes, taking into account the two-hour timeframe, number of participants, available space and polling equipment
- Explore ways to accommodate issues that might be generated at the time, even though the focus of the Summit is prioritization.
- Discuss proposed approach with Watershed Administrator (and Commission Chair?)

Prepare for the Summit

- Review the results of affinity mapping
- Generate the electronic polling questions/statements; provide in advance to individual in charge of priming the computer and the “clickers”
- Generate post-it sheets if needed
- Create any materials needed for the Summit (e.g., handouts, worksheets)
- Ongoing communication with Watershed Administrator

Facilitate the Summit

- Includes assisting with initial set-up on-site

Summit Follow-up

- Provide electronic or manual polling results to the Watershed Administrator at the conclusion of the Summit.
- Share any insights or recommendations in a short debriefing at the conclusion of the Summit.

FACILITATOR TEAM

Helene Johnson

As Executive Director of GTS Educational Events, Helene has spent 35 years developing and presenting educational programs for policymakers, staff and appointed officials from all levels of government and all types of nonprofit agencies – and their collaborators. This has often included facilitating planning, goal setting or visioning sessions. One specialty area has been topics related to land use and environmental issues. Recently she was part of the team for the Minnesota Environmental Summit, which was designed to bring citizens together to help prioritize issues to be addressed by the Environmental Quality Board.

Of particular relevance to this project is her volunteer involvement with the City of Golden Valley. She was the co-lead facilitator for the Envision Golden Valley Summit, which involved more than 250 constituents in a visioning process. Helene is a member of the Golden Valley Envision Connection Board created following the Summit, as well as the Golden Valley Community Foundation, which was an envisioned idea that became reality.

John Shardlow

John is a professional planner with extensive and wide-ranging project experience serving clients in both the public and private sectors. For more than 30 years, he has been committed to improving land use practices, development, environmental stewardship, and community building through education and outreach efforts. In that regard, he has become known for his expertise in the design and facilitation of effective community participation models, multi-jurisdictional planning programs and processes, and innovative communication strategies. He has taught GTS courses for elected and appointed officials that now number in the thousands.

John has been the planning consultant for more than 100 cities and counties through Minnesota. Some notable facilitation efforts include a major multi-jurisdictional visioning effort to guide Dakota County's comprehensive plan, the regional conservation design framework for the greater 13-county Twin Cities metropolitan area, and the St. Cloud Area Joint Planning District Plan. His work has been recognized locally and nationally, including by the American Institute of Certified Planners (AICP) which inducted John into its College of Fellows in 2010.

COST

FACILITATORS

\$2,250

DIRECT EXPENSES

GTS will be reimbursed for supplies and copies for the event, within approved amount. Costs are estimated to be \$100-\$150.

Submitted by

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April 10, 2013

A non-profit organization dedicated to helping those in the public sector
(and their collaborators in other sectors)
meet current needs for knowledge and skills and prepare for the changes to come

WHAT WE DO

Work with diverse groups to develop a conference or workshop program that meets their specific educational objectives

Provide a full range of conference and tradeshow management services for groups of all sizes

Present workshops addressing ongoing, recurring training needs as well as the latest policy issues and management challenges—both on-site and open enrollment

Facilitate goal-setting, teambuilding, problem-solving sessions to strengthen group effectiveness

Develop or facilitate citizen engagement initiatives & collaboration efforts

Manage intergovernmental or multi-sector training and consulting projects

WHO WE ARE

- **An experienced team of professionals providing services since 1976**
- **Staff with advanced degrees in continuing education or training and development, meeting planners with years of experience working in all venues, individuals with specialized marketing, technology or financial skills**
- **Public sector and nonprofit specialists (100+ years of experience)**
- **Customer oriented, one-stop shop**

WHO WE SERVE

Policymakers, staff, elected and appointed officials from cities, counties, schools, townships, regional governments, state agencies—and their collaborators in non-profit agencies, associations, business, higher education, community groups



Bassett Creek Watershed Management Commission

MEMO

Date: April 10, 2013
 From: Laura Jester, Administrator
 To: BCWMC Commissioners
 RE: **Administrator's Report**

Lately, I have been learning much about the CIP process and the Major Plan Amendment process – including how complicated and involved these processes are in consideration of Hennepin County timelines, mandatory review timelines, BWSR timelines, and BCWMC timelines. I will continue to work with Engineer Chandler to understand these processes and coordinate these activities in the future.

I have spent considerable time on the public input process for the Watershed Management Plan including developing background materials (even a brief PowerPoint presentation) for small group meetings. I learned about the education materials the Commission uses and how nicely these materials are organized and maintained by Commissioner Hoshal and others.

Additionally, I corresponded with the member cities regarding the May 16th public hearing on the Plan Amendment and the proposed amendment to extend the JPA.

The following table provides detail on my activities March 1 – 28.

<p>Administration – Correspondence and Informational meetings:</p> <p>Phone and email correspondence with various Commissioners, TAC members, and Consultants including: S. Virnig, K. Chandler, A. Herbert, B. Wozney (BWSR), C. LeFevre, M. Karius (Hennepin Co.), L. Loomis, J. Schaust (WMWA), J. Anderson (WMWA), watershed resident (re: availability of native seeds), watershed teacher (re: partnership possibilities), T. Hoshal, W. Sicora, Chair Black, M. Welch, P. Crough, D. Asche</p> <p>Meeting with J. Anderson and T. Hoshal re: educational opportunities and exhibits</p> <p>Meeting with K. Chandler re: TAC meeting agenda, budget, etc.</p>
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<p>Administration – Meeting attendance:</p> <p>3-8-13 Mtg w/ MPRB, WSB, Commissioners Welch and Goodard re: stream restoration project in Wirth Park</p> <p>3-11-13 Administrative Services Committee Meeting</p> <p>3-12-13 WMWA Meeting</p> <p>3-21-13 BCWMC Meeting</p>

<p>Administration – Preparing agendas, meeting materials, follow up tasks:</p> <p>3-11-13 Administrative Services Committee Meeting</p> <p>3-21-13 BCWMC meeting</p> <p>3-21-13 Agenda memo, Administrator's report, follow up tasks list</p> <p>4-413 TAC meeting</p>

<p>Administration – Document review, general administration:</p> <p>Review Biotic Monitoring Report, Briarwood/Dawnview Report, Barr memo on Rule 8410 Amendment, materials for MPRB website, revised watershed map, invoices</p> <p>Develop Roles and Responsibilities document</p> <p>Prepare and send letters to cities re: JPA Amendment and Public Meeting Notice</p> <p>Inquiry about Twin Lake fisheries with MDNR</p>
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Administration - Watershed Management Plan Development:

Develop/distribute facilitators guide and background materials for sm. group mtgs.

Develop intro presentation and deliver materials for Minneapolis 3/30 meeting

Correspondence with Brad Wozney, Linda Loomis, GTS, Karen Chandler, Andrea Weber, Commissioners Hoshal, Welch, Goddard, Black, Riss

3-25-13 Next Generation Plan Steering Committee meeting attendance and prep

Since the end of March I attended the April 4th TAC meeting and prepared much of the memo with notes from that meeting. I participated in conference calls regarding the Lakeview Park Pond Project, Briarwood Dawnview Project, and the GTS proposal for assistance with the Watershed Summit. I've also been in contact with Judy Arginteanu regarding distribution of her public interest article and will meet with Friends of the Mississippi River regarding their Blue Star Award Program on April 12th.

In the coming month, I plan to continue learning about the Commission and will work on the following items:

- Begin the 2014 Budget document and procedure
- Finalize the Roles and Responsibilities Document
- Assist with drafting responses to the Major Plan Amendment
- Continue to assist with gathering public input on the Plan, including planning for the Watershed Summit
- Begin coordination of the watershed tour
- Begin developing a policy or process for transferring and documenting CIP payment information to the Deputy Treasurer and onto Commissioners and TAC members