



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: June 10, 2015

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 6/18/15 BCWMC Meeting

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 Minutes – May 21, 2015 Commission meeting- ACTION ITEM with attachment
 - B. Approval of June 2015 Financial Report - ACTION ITEM with attachment
 - C. Approval of Payment of Invoices - ACTION ITEM with attachments
 - i. Keystone Waters, LLC – May 2015 Administrator Services
 - ii. Barr Engineering –May 2015 Engineering Services
 - iii. Amy Herbert – May 2015 Secretarial Services
 - iv. ACE Catering – June 2015 Meeting Refreshments
 - v. Wenck – May 2015 WOMP Monitoring
 - vi. Shingle Creek WMC – Metro Blooms Raingarden Workshops
 - vii. Kennedy Graven – April Legal Services
 - viii. Southwest Newspapers – May Public Hearing Notice Publication
 - D. Set June 25th TAC-State Agency Meeting for Review of Bacteria TMDL Implementation Plan – ACTION ITEM no attachment – *The Minnesota Pollution Control Agency (MPCA) requested a meeting with the Technical Advisory Committee and some state agencies to review (at a local scale) the Upper Mississippi River Bacteria TMDL Implementation Plan, including possible bacteria sources and projects or practices needed to address those sources. Staff recommends approval to set the meeting for June 25th.*
 - E. Approve Plymouth Ice Center/Lifetime Fitness Parking Lot Project – ACTION ITEM with attachment – *The proposed project in the Plymouth Creek subwatershed includes parking lot redevelopment and expansions and installation of an underground stormwater treatment system. The project proposes an increase of 0.7 acres of impervious surface. The Commission Engineer recommends conditional approval according to the memo attached.*
 - F. Approve Reimbursement Request from City of Plymouth for the Plymouth Creek Restoration Project (CR2010) – ACTION ITEM with attachment - *(full documentation available online) – At their meeting on 9/17/09, the Commission approved an agreement with the City of Plymouth for the design and construction of the Plymouth Creek Restoration Project. The project was completed in 2012 but continued monitoring of the area was required. Although regular maintenance at this site still continues, this is the final reimbursement request by the City for this project. Remaining funds allocated to this project will go into the Closed Project Account.*
 - G. Approve Reimbursement Request from City of Plymouth for the Northwood Lake/Four Seasons Water Quality Improvement Project (NL-2) – ACTION ITEM with attachment - *(full documentation available online) - At their meeting on 9/20/12 the Commission approved an agreement with the City of Plymouth for the design and construction of the Four Seasons Area Water Quality Project. Project designs (50% and 90%) were approved by the Commission, however, due to community input, the project is currently delayed while other options are considered. Plymouth requests reimbursement for work to date. Staff recommends approving the reimbursement request.*

- H. Set Public Hearing for August Commission Meeting to Receive Comments from Cities on 2016 CIP Projects – **ACTION ITEM no attachment** – *Pursuant to the BCWMC Joint Powers Agreement, a public hearing is needed to gather input from cities on the 2016 CIP projects - the Honeywell Pond Expansion Project and the Northwood Lake Improvement Project. Public hearing notices will reflect the Commission's decision on Item 5B below.*

5. BUSINESS

- A. Consider Adopting Major Watershed Plan Amendment – **ACTION ITEM with attachment** – *The Minnesota Board of Water and Soil Resources (BWSR) recently approved the Commission's request for an amendment to its 2004 Watershed Management Plan to incorporate the 2016 projects into the CIP. A 60-day review period ended on 1/30/15. There were no comments from reviewers during that period. A public hearing was held by the Commission on 3/19/15 where comments supporting the project to improve Northwood Lake were heard. BWSR did not receive any further comments during the 90-day review period. The Commission should approve the Plan Amendment in order to move forward with the 2016 projects.*
- B. Choose Concept(s) to Implement for Northwood Lake Improvement Project (NL-1) – **ACTION ITEM with attachments** *(multiple documents online; see memo for list of documents)* – *At their meeting on 11/19/14, the Commission reviewed and discussed the feasibility study and the concepts presented for the Northwood Lake Improvement Project. The Commission took action to levy up to \$1.1M for the project but wanted more time to discuss/analyze the options before making a decision. This is a difficult situation due to the disparity in costs between different options and the possible "precedence setting" action - no matter which concept is chosen.*
- i. Receive Presentation on Results of Envision Process – **attachments** – *As directed at the May Commission meeting, Erin Anderson Wenz (Barr Engineering) finalized the Envision process analysis and will present results at the meeting. An overview of the process and results are in the attached memo.*
 - ii. Review Additional Information in Consideration of Different Concepts – **attachments** – *Multiple pieces of information are available here to help the Commission make a decision. Please see the attached memo for my recommendation, reasoning, and various supporting documents.*
- C. Consider Accepting MPCA Clean Water Partnership Grant for Northwood Lake Improvement Project – **ACTION ITEM with attachment** – *As directed by the Commission, I submitted an application to the MPCA for a Clean Water Partnership grant for \$300,000. The grant was awarded to the Commission for the implementation of concepts A & C of the Northwood Lake Improvement Project. If the Commission chooses to implement concepts A & C from Item 5B (above), the Commission should direct staff to execute the attached grant agreement and begin developing a work plan for the project.*
- D. Set Maximum Amount for 2016 Levy through Hennepin County – **ACTION ITEM with attachment** – *By a motion, the Commission should direct staff to forward a maximum levy amount for collection in 2016 to Hennepin County. The amount is contingent on the decisions made in Items 5B and 5C above. If the Commission decides to follow staff recommendations, the maximum levy amount for 2016 would be \$1,278,800 (see 2016 column in adjusted 5-year CIP document attached). The 2016 levy amount includes Commission expenses to date for the 2016 projects and anticipated future Commission expenses for design reviews and administration. The Commission would actually certify the levy amount to the County by resolution after a public hearing on August 18th (if so set through Item 4H above).*
- E. Consider Approval of 90% Plans for Main Stem Project (CR2015) 10th Avenue to Duluth Street – **ACTION ITEM with attachments** – *At their meeting on 3/19/15, the Commission conditionally approved 50% design plans for this project. Since that time, the Commission Engineer, city staff, and the city's consultant (WSB) have been discussing, reviewing and revising the plans to address comments on the 50% design plans and comments from a preliminary review of the 90% design plans. The Commission Engineer recommends conditional approval of the 90% design plans with the comments in the attached memo and seeks authorization to provide administrative approval of final plans.*

- F. Consider Funding Options for XP-SWMM Phase II Project – **DISCUSSION ITEM with attachment** – *As directed by the Commission at their 4/16/15 meeting, staff has pursued various funding sources for completing “Phase II” of the watershed-wide XP-SWMM model. The attached memo from the Commission Engineer provides information on state and federal programs that could be pursued further. The decision on which (if any) programs to pursue depends on what the Commission deems is most important to the project. If limiting Commission funding is most important, the Commission could pursue the Army Corps of Engineers Floodplain Management Services Program. However, if project schedule and control of model development is most important, the Commission may only wish to pursue FEMA and DNR funds. Please be sure to review the advantages and disadvantages table at the end of the memo.*
- G. Consider Additional 2016 Operating Budget Items – **DISCUSSION/ACTION ITEM with attachment** – *At their 5/21/15 meeting, the Commission approved the proposed 2016 budget as presented but also directed me to develop cost estimates for additional items the Commission may wish to consider in 2016. Attached is a memo with estimated costs for these items (totaling \$10,000) along with a revised 2016 budget with revised areas highlighted. The revised budget does not recommend a change in the assessment to cities, but rather the use of fund balance for these additional items. The Commission can take action to approve this revised budget and direct staff to send it to cities for comment (as required by July 1), or can decide not to take action, letting the 2016 budget approved on 5/21/15 stand as the approved budget for distribution to the cities.*
- H. Receive NEMO Workshop Registration Information – **INFORMATION ITEM with attachment** – *As approved at the 3/19/15 meeting, the Commission is supporting the West Metro Non-Point Education for Municipal Officials (NEMO) workshop series again this year. The first workshop is aboard the Queen of Excelsior on Lake Minnetonka on July 23rd. The event is free and includes dinner. Please consider registering!*

6. COMMUNICATIONS

- A. Administrator’s Report – *Attached*
- B. Chair
- C. Commissioners
- D. TAC Members
- E. Committees
 - i. Upcoming Education Committee Meeting 6/30/15 on Website Redesign
- F. Legal Counsel
- G. Engineer
 - i. Update on Blue Line LRT

7. INFORMATION ONLY (Information online only)

- A. CIP Project Update Chart
- B. Grant Tracking Summary and Spreadsheet
- C. Results of Resident Survey by Minnehaha Creek Watershed District
- D. West Metro Water Alliance (WMWA) June Newsletter “Water Links”:
<http://content.govdelivery.com/accounts/MNHENNE/bulletins/1076bf1>
- E. Citizen Assisted Monitoring Program (CAMP) 2013 Annual Report

8. ADJOURNMENT

Upcoming Meetings & Events

- Regular Commission Meeting Thursday June 18, 8:30 – 11:00 a.m., Golden Valley City Hall

- Mississippi River Forum (*No Such Thing as Waste Water: St. Cloud's Innovations in Resource Recovery*) Friday June 19, 8:00- 9:30 a.m., McKnight Foundation, 710 2nd St. S., Minneapolis Suite 400
<http://www.nps.gov/miss/learn/nature/riverforum.htm>
- BCMWC TAC Meeting (if approved) Thursday June 25, 2:00 – 4:00 p.m., Golden Valley City Hall
- BCWMC Education Committee Meeting Tuesday June 30, 4:30 – 6:00 p.m., Golden Valley City Hall
- Water Words That Work (*Re-visioning our outreach and education projects*), Tuesday July 21, 9:00 a.m. – 4:00 p.m., Hamline University <http://www.hamline.edu/education/cgee/wsp/water-words-that-work/>
- NEMO On-the-Water Training, Thursday July 23, 5:00 – 9:00 p.m., Queen of Excelsior on Lake Minnetonka