



Bassett Creek Watershed Management Commission

MEMO

Date: December 9, 2014
From: Laura Jester, Administrator
To: BCWMC Commissioners
RE: **Administrator's Report**

Aside from this month's agenda items, the Commission Engineers, city staff, committee members, and I continue to work on the following Commission projects and issues.

CIP Projects

2012 Main Stem Restoration Project, Golden Valley Rd. to Irving Ave. N., Minneapolis and Golden Valley (mostly in Wirth Park) (2012CR): The Minneapolis Park and Rec Board held the pre-construction meeting last week with Rachel Contracting and they are awaiting the signed contracts. Some field staking will begin this week by WSB. The contractor is motivated to get started as soon as possible and will work over the winter.

2013 Four Season Area Water Quality Project (NL-2): The City of Plymouth has been developing different options for the site which they will present to residents in the next month or so to get feedback before coming to the Commission in January or February 2015. I recently met with Mr. Asche (Plymouth) to review the timeline for this project and the plan for bringing materials to the Commission.

2014 Schaper Pond Diversion Project, Golden Valley (SL-3): At the August meeting, the Commission approved an agreement with the City of Golden Valley to proceed with design and construction of the project. Barr Engineering is designing this project for the City. At this meeting, the Commission will consider the 50% plans (Item 5C). Construction could begin this winter.

2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): At the November meeting the Commission approved an agreement with Golden Valley to implement the project. Golden Valley staff, Alternate Commissioner McDonald Black and I met to discuss a public outreach plan for this project. I will provide an update on that discussion at this meeting (Item 5F).

2014 Briarwood/Dawnview Water Quality Improvement Project, Golden Valley (BC-7): The Commission approved the 90% plans for this project at its September 2014 meeting. The City of Golden Valley opened bids the project on December 2nd, and the apparent low bidder was New Look Contracting. The project will be awarded at the December 16th Golden Valley City Council Meeting. Pond construction will begin after the first of the year with utility work and street patching wrapping up in the spring.

2015 Main Stem Restoration Project 10th Avenue to Duluth Street, Golden Valley (2015CR): The contract for final design and construction observation services was approved by the Golden Valley City Council on November 5th. The City and its consultant began the final design process (taking photo inventory of the existing conditions, laying out potential access routes, and developing criteria checklists for improvements). An open house meeting with property owners will be scheduled in January to present plans and receive feedback on the desired approach for improvements on private properties.

2016 Northwood Lake Improvement Project, New Hope (NL-1): The Commission took action at its November 2014 meeting to levy up to \$1.1M for this project. A major plan amendment to the BCWMC 2004 Watershed Management Plan was submitted to State review agencies in early December. The review period ends January 30, 2015. The City of New Hope did not receive the \$50,000 grant requested from Hennepin County. The Clean Water Fund grant awardees will be announced in the next month or two.

2016 Honeywell Pond Expansion Project, Golden Valley (BC-4): The Commission took action at its November 2014 meeting to levy up to \$752,000 for this project. A major plan amendment to the BCWMC 2004 Watershed Management Plan was submitted to State review agencies in early December. The review period ends January 30, 2015.

Other Projects

Major Plan Amendment: A request for a major plan amendment was submitted to State review agencies to incorporate the 2016 projects (shown above) into the CIP. The review period ends on January 30th. Staff will bring comments and draft responses to comments to the February 2015 Commission meeting. A public hearing on the plan amendment should be held at the March 2015 Commission meeting. See the plan amendment request documents online here:

<http://www.bassettcreekwmo.org/PlanAmendments/PlanAmendmentHome.htm>

Hennepin County Natural Resources Partnership: This group has met three times now with plans to continue meeting several times a year to discuss issues of common interest, provide a venue for presentations on an array of poignant topics, and promote a more comprehensive and collaborative approach to county-wide natural resource management. I attended half of the meeting on December 2nd.

MPRB Ecological System Plan: A third meeting of this group that was scheduled for October 21st was cancelled. A future meeting has not yet been scheduled.

Next Generation Watershed Management Plan: The draft Watershed Management Plan was submitted for its 60-day review at the end of November. The review period ends January 30, 2015.

Administrative Services Committee: This committee met on October 30th and December 8th. As a result of these meetings and meetings earlier in the year, I have several administrative items to complete in the near future including:

- Develop “New Commissioner” materials – to be posted online by the end of the year
- Records Retention Schedule and Data Practices Policies – a draft was reviewed by the committee; staff will meet and refine these items before bringing them back early next year
- Fiscal Policies – proposed revisions to some of the Commission’s fiscal policies are presented in Item 4G of this meeting
- Performance Review of Consultants – Commissioners and TAC members will be asked to evaluate staff early next year

CIP Process Improvement: There has been no change on this item since my June Administrator’s Report. I hope to work with Alternate Commissioner Tobelmann on the use of project management software and with Amy Herbert on creating one webpage per CIP project. In the meantime, I continue to include updates on each current CIP project in this Administrator’s Report.