



## Bassett Creek Watershed Management Commission

### Next Generation Plan Steering Committee Meeting Notes

4:30 p.m ~ Monday July 28, 2014  
Golden Valley City Hall

**Attendees:** Committee Chair Linda Loomis; Commissioner Ginny Black; Alternate Commissioner Pat Crough; TAC member Jeff Oliver; Engineers Karen Chandler and Greg Williams; Administrator Laura Jester

#### 1. Call Meeting to Order

Chair Loomis called the meeting to order at 4:32 p.m.

#### 2. Approve Meeting Notes from July 7, 2014 Plan Steering Committee Meetings

There were no changes suggested for these meeting notes. Consensus to approve as presented.

#### 3. Review Wetland Policies Revised per July 7 Plan Steering Committee Discussion

Engineer Chandler reminded the group that some changes to the draft wetland policies were requested at the July 7<sup>th</sup> meeting. The changes were incorporated in the revised wetland policies and discussed here:

#97: There was some discussion about the need for a timeline for cities to comply. It was decided no timeframe was needed. Policy is okay as written.

#98: Okay as written.

#100: There was discussion about further refining the definition of recreational access – including permitting direct access through the buffer to the water. It was decided the Requirements Document would include more specificity.

#103a: Okay as written.

#103c: After a discussion about how State Law already covers the concern about using wetlands for stormwater treatment, the group decided to delete the policy.

#103d: It was decided to separate the policy into two different policies. Additionally, the reference to WHEP will include "or similar monitoring programs."

#### 4. Review Draft Education and Public Involvement Policies

Administrator Jester noted that she drafted these policies and that most of the detailed text from the existing policies should be placed in the Education and Public Involvement Plan that will be part of the Watershed Plan. The group walked through the draft policies and had the following suggested changes:

#117a: Will be changed to “regularly review” rather than annually. There was a discussion about whether updates to the Education and Public Involvement Plan would require a plan amendment. Engineer Chandler suggested that the implementation section of the Plan include specific language allowing the Education and Public Information Plan to be updated without a plan amendment.

#117: Policies 117, 118, and 119a will be combined into a single revised policy 117a describing the purpose and scope of the Education and Public Involvement Plan. The information in Policy 117 will be included in the Education and Public Involvement Plan.

#118: Okay to delete as it’s redundant to Policy 117a.

#119: Combine with revised policy 117a addressing the Education and Public Involvement Plan. The details of the policy will be included in the Education and Public Involvement Plan.

#119a: First bullet of policy will be incorporated into revised policy #117a, but detailed bullets of this policy will be removed and placed into the Education and Public Involvement Plan.

#120: There was discussion about how many of these activities were already accomplished and should be taken out of this list. The group decided the first bullet should remain in the policy, but be reworded to indicate that the policy is regarding “standard messaging” of the Commission. The remaining bullets will be removed and placed in the Education and Public Involvement Plan.

#121: First bullet of policy will remain, but detailed bullets of this policy will be removed and placed into the Education and Public Involvement Plan.

#122 - #124: Okay to delete from policy section but to keep details in Education and Public Involvement Plan.

#125: The term “shore clean up” will be replaced with “other activities or events sponsored or organized by the BCWMC.”

#126 - #128: Okay to delete from policy section but to keep details in Education and Public Involvement Plan.

#129: Okay as written.

#130: Okay to delete from policy section but to keep details in Education and Public Involvement Plan.

#131: Okay as written.

#132 - #134: Okay to delete from policy section but to keep details in Education and Public Involvement Plan.

#135: There was discussion about combining this policy with #125 or changing the wording of #125 to refer to only BCWMC-sponsored or organized events. Others thought there was enough of a difference between the two policies to keep them separate, as written. The Administrator and Engineers said they would work on possibly rewording and/or combining the policies.

#136: The policy (first bullet) will remain, but detailed list of website communications will be removed and placed into the Education and Public Involvement Plan.

#137: The policy will remain, but detailed examples of this policy will be removed and placed into the Education and Public Involvement Plan.

The group decided that since there were so many policies referring to the Education and Public Involvement Plan (EPIP) that the Watershed Plan should include a statement before these policies regarding the BCWMC's development of an EPIP and referring the reader to the EPIP for details (rather than referring to the EPIP in each policy).

#138: There was some discussion about the need and/or viability of a citizen's advisory committee and how possibly the Commission could use its Education Committee as a Citizen Advisory Committee. The group decided to leave the policy more open ended and to reword as "The BCWMC will seek opportunities to use a citizen advisory committee to complete tasks meaningful to the Commission."

#139: Okay as written.

#140: "Continue to" will be removed from the first bullet. The group decided the phrase "continue to" should be removed from all policies.

#141: Policy will be deleted. It was decided this activity is between Commissioners and their cities.

#142: Policy will be revised – "interested citizens" will be changed to "Commissioners and open to the public."

#143 - #151: Okay to delete from policy section but to keep details in Education and Public Involvement Plan.

#152: Okay as written.

#153: Delete from policy section but keep details in Education and Public Involvement Plan.

## **5. Review Draft Administration Policies**

Administrator Jester noted that many of the Administration policies were previously discussed and approved and were moved into Administration from other policy sections. Other draft policies are new and were discussed as follows:

#154 - #155: Previously approved and moved from other sections. The words "continue to" will be removed from policy #155.

#156: Okay as written.

#157: Okay as written.

#158: The group decided to reword the policy to "The BCWMC will evaluate the member cities' compliance with the goals and policies of this Plan." Administrator Jester noted that State review agencies may require more specificity regarding how and when cities would be evaluated. She will contact BWSR staff in hopes of getting more guidance for this policy.

#159: Remove the words "continue to."

#160: - #161: Okay as written.

#162: Change the word "his" to "its" in second sentence.

#163: There was some discussion about this policy. This item was recommended by the TAC in the Gaps Analysis. The group wondered how onerous this activity might be for both city staff and Commission staff. Commissioner Black noted that cities already do similar work as part of their annual budgeting process. Chair Loomis thought the policy could result in inequities among cities. After discussion, it was decided to leave the policy as written, but it was noted it might need future revision.

#164 - #165: Okay as written.

#166: Okay as written but check if the language in the current Plan matches language in the JPA.

#167 - #168: Okay as written.

#169 - #170: Okay to delete.

#171: Add reference to the eligible project cost table.

#172: Okay as written.

#173 on (in Administration section): Okay to delete

#### **6. Discuss Workshop Agenda and Format**

The group discussed what items should be included on the workshop agenda, and whether it should include the question of the Commission's role in recreation. The group decided a discussion on recreation is needed, but more information is necessary before that discussion can occur (including results of the workshop between Golden Valley and Medicine Lake City Councils in mid-September and the scope of the possible water level study between Medicine Lake and Plymouth). The group decided to move forward with review of the following policies at the August 11<sup>th</sup> workshop:

Erosion and Sediment Control

Stream Restoration

Wetlands

Ditches

Education and Outreach (if time allows)

The group recommended another workshop in September to finalize the remaining policy sections.

This meeting adjourned at 6:30 p.m. The next meeting is scheduled for August 25<sup>th</sup> at 4:30 p.m.