



Bassett Creek Watershed Management Commission

MEMO

Date: September 10, 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): Final plans are complete and bid documents will go out this week with sealed bids due on October 1st. According to the Minneapolis Park and Rec Board, all permits are on the way and some construction should begin this late fall and winter. A request to extend the Clean Water Fund grant for this project was recently approved by BWSR.

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. 50% Plans are expected to be completed this fall and construction could begin in early 2015.

2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): See agenda item 6G.

2014 Briarwood/Dawnview Water Quality Improvement Project, Golden Valley (BC-7): The Commission considers approving the 90% plans for this project at this meeting. See item 6F.

2015 Main Stem Restoration Project 10th Avenue to Duluth Street, Golden Valley (2015CR): Public hearings on this project are scheduled for this meeting (see item 5A) and in October. Right now, city staff and the consultant are in the process of reviewing easements and walking the creek to determine access and the need for temporary construction permits prior to meeting with property owners. Staff is also looking at the condition of the stream banks and storm sewers following the wet spring and summer to see if anything has changed significantly. We anticipate meeting with property owners early this fall to discuss stabilization options and assist with the design. The project is expected to be ordered by the Commission at their October meeting.

2016 Northwood Lake Improvement Project, New Hope (NL-1): See item 6C. The Commission approved development of a feasibility study for this project at their May meeting. The draft feasibility report was reviewed by the Commission Engineer will be reviewed and discussed at this meeting.

Other Projects

Major Plan Amendment: With the approval of the full BWSR Board on 8/28/14, the Commission's Major Plan Amendment is through the review process and ready for approval by the Commission. See agenda item 6A.

Watershed Map Project: The map is being printed as I write! I will distribute copies at the meeting and will provide each city with a small quantity for distribution.

Hennepin County Natural Resources Partnership: Hennepin County held their first meeting of this group in July. Commission Engineer Chandler attended in my absence. I plan to attend the next meeting on 9/30 if the agenda looks pertinent. This group plans to meet several times a year. The goal of the partnership is 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.

MPRB Ecological System Plan: As directed at the August meeting, I attended the second meeting of the Project Advisory Team (as Commissioner Welch was unable to attend). A third meeting is scheduled for October 21. Commissioner Welch or I will attend the meeting.

Participation in Golden Valley City Council Work Session: On September 9th, at the request of Golden Valley Mayor Harris, I participated in a city council work session during a discussion with Medicine Lake Mayor Holter. Commissioners Carlson and Hoschka also attended. Medicine Lake water levels, recreation, and the XP-SWMM models were discussed. It was a good discussion and all agreed that Commission cities should stay informed and in touch with each other.

Golden Valley Arts and Music Festival: Thanks for volunteers: Commissioners Black and Hoschka and Alternate Commissioner McDonald Black, the Commission will be represented in the parade and at the festival's "Community Organizations" area. I helped coordinate volunteers and remain the point of contact with event organizers.

Sweeney Lake Educational Sign(s): The anonymous donor has decided to no longer pursue the fabrication and installation of these signs at this time.

Next Generation Watershed Management Plan: (See agenda item 6H) The Commission Engineer and I continue to draft policies and other sections of the Plan, coordinate Plan Steering Committee meetings, disseminate information, and track the project timeline. A Commission workshop was held on August 11th and the Plan Steering Committee met on August 25th. Another Commission workshop is slated for October 9th (tentative). The current Plan development timeline includes the release of the 60-day review draft this November. We are still hoping to meet that timeline.

NEMO workshops: The final West Metro NEMO workshop is scheduled for September 25th with a bus tour of stormwater projects and practices. The registration deadline is September 12th. At this time three officials from the Commission are registered for this event.

Develop "New Commissioner" materials: I continue to work with Amy Herbert to post these items on the Commission website.

Commission Policies: As recently directed by the Administrative Services Committee, by the end of the year I will develop policies on records and data retention, public access to documents, and fiscal policies.

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.