



Bassett Creek Watershed Management Commission

MEMO

Date: May 6, 2014
From: Laura Jester, Administrator
To: BCWMC Commissioners
RE: **Administrator's Report**

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

CIP Projects

Main Stem Restoration Project, Golden Valley Rd. to Irving Ave. N., Minneapolis and Golden Valley (mostly Wirth Park) (2012CR): Final plans are being developed and project should go out for bid soon. Construction will start this fall.

Schaper Pond Diversion Project, Golden Valley (SL-3): A meeting is scheduled for later this month with Golden Valley staff, the Commission Engineer, and me to determine the next steps with this project.

Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): The Commission Engineer will analyze water quality data as it becomes available in order to make a recommendation on whether or not to proceed with an alum treatment this fall.

Briarwood/Dawnview Water Quality Improvement Project, Golden Valley (BC-7): 90% Plans are being prepared by WSB. These will be sent to the Commission Engineer for review and will likely come before the Commission at your June meeting.

2015 Main Stem Restoration Project 10th Avenue to Duluth Street, Golden Valley (2015CR): The Commission Engineer reviewed the draft feasibility study and provided comments to Golden Valley. The final feasibility study is slated for presentation at your June meeting.

Other Projects

Major Plan Amendment: A public hearing will be held during your regular meeting on June 19th to receive comments on the major plan amendment. A notice of public hearing was sent to all city clerks and was sent to your official publications for printing.

Watershed Map Project: The Education Committee met on April 30th to make recommendations to Ted Hoshal on text and graphics for the "informational side" of the map. Ted and I will meet with Hedberg Maps in the near future to discuss this side of the map and make plans for development of the first full draft of the map for review by the Education Committee at a future meeting.

Sweeney Lake Educational Sign(s): Golden Valley staff continue to work with the donor of the sign in order to include appropriate messages. There is likely to be two signs – one relaying information on how residents can help improve and protect water quality; the other on facts about algae.

CIP Process Improvement: This item is a high priority for me this year. I will continue to work with various staff and committees to improve the process by which CIP projects are chosen, feasibility studies are completed, projects are implemented and progress is reported to the Commission and others. At their meeting in late June the TAC will consider ways in which to present interim and/or final reports on CIP projects to the Commission.

Next Generation Watershed Management Plan: I continue to help draft policies, coordinate Plan Steering Committee meetings, disseminate information, and track the project timeline. The next Plan Steering Committee meeting is scheduled for May 19th. The TAC did not have time to discuss possible policies related to buffers. They will likely discuss at their meeting in late June.

NEMO workshops: The contract with the U of M is fully executed. There are 11 people from the Commission and Commission cities registered between the 5/8 and 5/14 workshops. I continue to help plan for these workshops and have provided some Commission information to the presenters. I will put together display materials and will be available during the “networking” time at the workshops.

Develop “New Commissioner” materials: By the August meeting I will have a list of materials we have and materials we need to fully inform new Commissioners about the Commission, policies, programs, projects, staff, etc. Materials will be developed as needed and will likely be dovetailed into a new Commission website next year.

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.