



Bassett Creek Watershed Management Commission

Regular Meeting

8:30 a.m. – 11:00 a.m.

Thursday, May 15, 2014

Council Conference Room, Golden Valley City Hall
7800 Golden Valley Rd., Golden Valley MN

AGENDA

1. CALL TO ORDER and ROLL CALL

2. CITIZEN FORUM ON NON-AGENDA ITEMS - *Citizens may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, with the exception of referral to staff or a Commissions Committee for a recommendation to be brought back to the Commission for discussion/action.*

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

- A. Approval of Minutes – April 14, 2014 Commission Workshop
- B. Approval of Minutes – April 17, 2014 Commission Meeting
- C. Approval of Financial Report
- D. Approval of Payment of Invoices
 - i. Keystone Waters, LLC – April 2014 Administrator Services
 - ii. Barr Engineering – April Engineering Services
 - iii. Amy Herbert – April 2014 Secretarial Services
 - iv. Kennedy Graven – March 2014 Legal Services
 - v. Wenck – April 2014 WOMP Monitoring
 - vi. ACE Catering – May 2014 Meeting Refreshments
 - vii. MMKR – 2013/2014 Financial Audit
- E. Approval of Response to Comments on Major Plan Amendment
- F. Approval of Comments on the Draft EIS for the Bottineau Transitway Project
- G. Accept and Authorize Distribution of Fiscal Year 2013 Financial Audit
- H. Accept Fernbrook Lane Emergency Culvert Replacement, Plymouth
- I. Approval of Lock-Up Storage Facility Project, Golden Valley
- J. Approval of Comment Letter on Draft Bacteria Total Maximum Daily Load Report

5. BUSINESS

- A. Consider Agreement with City of New Hope for Development of Feasibility Study for Northwood Lake Improvements Project
- B. Update on Watershed Tour
- C. Update on Medicine Lake Water Level Issue and Conversations between Commissioners and Cities
- D. Contingency Plans in Event of JPA Expiration
- E. TAC Recommendations
 - i. 2015 Water Quality Monitoring Program
 - ii. Responsible Parties and Funding of Flood Control Project
- F. Review Draft 2015 Operating Budget, Assessments to Cities, Budget Detail Document
- G. Review 2013 Annual Report and Direct Staff to Submit to BWSR
- H. Update on Next Generation Watershed Management Plan Development

6. COMMUNICATIONS

- A. Administrator's Report
- B. Chair
- C. Commissioners
- D. TAC Members
 - i. Update on Twin Cities Metro Chloride Project
- E. Committees:
 - i. Education Committee
 - ii. Budget Committee
 - iii. Administrative Services Committee
- F. Legal Counsel
- G. Engineer
 - i. 2014 Impaired Waters List: delisting of Wirth Lake, no chloride listing for Wirth and Medicine Lakes, remaining chloride listings
 - ii. Vicksburg Lane Environmental Assessment Worksheet (EAW)

7. INFORMATION ONLY (Information online only)

- A. Grant Tracking Summary and Spreadsheet
- B. Mississippi River Forum Workshop May 30, 2014; Science Museum of Minnesota; registration is free, but is requested in advance; contact Lark Weller (lark_weller@nps.gov or 651-293-8442) by May 16 to register
- C. Triclosan & Public Health: Public Perceptions & Educational Recommendations Workshop; May 22, 2014; MN Department of Health, St. Paul; RSVP required

8. ADJOURNMENT

Upcoming Meetings

- West Metro Water Alliance (WMWA) Meeting, Tuesday May 13, 8:30 a.m., Plymouth City Hall
- Next Gen Plan Steering Committee, Monday May 19, 4:30 – 6:30 p.m., Golden Valley City Hall
- Bassett Creek Watershed Tour, Thursday May 29, 1:00 – 4:30 p.m., leaving Golden Valley City Hall
- Regular Commission Meeting, Thursday June 19, 8:30 a.m., Golden Valley City Hall

Future Commission Agenda Items list

- Develop fiscal policies
- Develop a post-project assessment to evaluate whether it met the project's goals
- Medicine Lake rip-rap issue over sewer pipe
- Presentation on joint City of Minnetonka/ UMN community project on storm water mgmt
- State of the River Presentation
- Presentation on chlorides

Future TAC Agenda Items List

- Develop guidelines for annualized cost per pound pollutant removal for future CIP projects
- Stream identification signs at road crossings
- Blue Star Award for cities
- Look into implementing "phosphorus-budgeting" in the watershed – allow "x" pounds of TP/acre.



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: May 7, 2014

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background information on 5/15/14 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 from 4/14/14 Commission Workshop - ACTION ITEM with attachment
 - B. Approval of Minutes from 4/17/14 Commission Meeting – ACTION ITEM with attachment
 - C. Approval of March Financial Report - ACTION ITEM with attachment
 - D. Approval of Payment of Invoices - ACTION ITEM with attachments
 - i. Keystone Waters, LLC – April 2014 Administrator Services
 - ii. Barr Engineering – April 2014 Engineering Services
 - iii. Amy Herbert – April 2014 Secretarial Services
 - iv. Kennedy Graven – March 2014 Legal Services
 - v. Wenck – March 2014 WOMP Monitoring
 - vi. ACE Catering – May 2014 Meeting Refreshments
 - vii. MMKR – 2013/2014 Financial Audit Preparation
 - E. Approval of Response to Comments on Major Plan Amendment – ACTION ITEM with attachment *At its February meeting the Commission ordered the submittal a proposed Major Plan Amendment to state review agencies and Hennepin County to add the 2015 Main Stem Restoration Project to its CIP list. The Commission received letters from the Met Council, BWSR, and MN Department of Health indicating these entities had no comments on the proposed Major Plan Amendment. Comments were received from the Department of Natural Resources. Staff has drafted a letter in response to DNR's comments. All comments must be responded to in writing at least 10 days before the public hearing, scheduled for June 19th.*
 - F. Approval of Comments on the Draft EIS for the Bottineau Transitway Project – ACTION ITEM with attachment *The Commission Engineer reviewed the draft Environmental Impact Statement (EIS) for the Bottineau Transitway Project and drafted the attached comment letter outlining several concerns. The executive summary of the Draft EIS is available online. Staff recommends submittal of the letter.*
 - G. Accept and Authorize Distribution of Fiscal Year 2013 Financial Audit – ACTION ITEM with attachment *The audit of the Commission's finances for the period February 1, 2013 to January 31, 2014 is complete. Deputy Treasurer Virnig reports that it is a "clean" audit and recommends the Commission accept the audit. The Commission should also authorize distribution of the audit to the BWSR along with the annual report (item 5G below). The full audit document is available with the meeting materials online.*
 - H. Accept Fernbrook Lane Emergency Culvert Replacement, Plymouth – INFORMATIONAL ITEM with attachment *- On April 7, 2014, the City of Plymouth closed Fernbrook Lane due to settlement in the street over the Plymouth Creek culvert. The metal culvert was replaced under emergency*

conditions with a 14-foot by 10-foot concrete box culvert. BCWMC staff worked closely with the city to review the proposed culvert crossing prior to construction.

- I. Approval of Lock-Up Storage Facility Project, Golden Valley – **ACTION ITEM with attachment** - *The proposed Lock-Up self-storage facility will be located on the northeast corner of the Highway 55 and Douglas Drive intersection, in the Sweeney Lake subwatershed. The proposed redevelopment includes demolishing existing pavement (previously a restaurant site) and construction of the storage facility and parking. Approximately 1.22 acres will be graded with an increase in impervious surface by approximately 1,300 ft². Proposed BMPs include one underground infiltration system. Staff recommends conditional approval based on comments in the attached memo.*
- J. Approval of Comment Letter on Draft Bacteria Total Maximum Daily Load Report – **ACTION ITEM with attachment** – *The Upper Mississippi River Bacteria TMDL Study focuses on the Mississippi River and its tributaries from Royalton MN to Hastings MN and has been in development since 2008. The draft TMDL report was submitted for public comment. It currently addresses impairments in the main stem Bassett Creek, Plymouth Creek, and North Branch of Bassett Creek. The Commission Engineer reviewed the document and provides several comments. Staff recommends submitting these formal comments on the TMDL. Find more information about the TMDL [here](#).*

5. BUSINESS

- A. Consider Agreement with City of New Hope for Development of Feasibility Study for Northwood Lake Improvements Project – **ACTION ITEM with attachment** – *The Commission's 2016 CIP project list includes the Northwood Lake Improvement Project (NL-1) Jordan Outlet Pond and Pond NB 29A, B in New Hope. The city plans to use its contracting engineering firm, Stantec, to prepare a feasibility study for the project. An agreement between the Commission and the city must be signed in order to begin the feasibility study. Staff recommends approving the attached agreement with New Hope. Stantec's proposal for feasibility study preparation is also attached.*
- B. Update on Watershed Tour – **INFORMATIONAL ITEM no attachment** – *The watershed tour is scheduled for Thursday May 29th, boarding the tour bus at Golden Valley City Hall at 12:45 p.m. and returning to city hall by 4:30. Tour stops include Schaper Pond, Wirth Lake outlet, the WOMP station, the tunnel entrance, and a stream restoration site in Golden Valley. City of Robbinsdale staff can also explain and describe the flocculation treatment plant on Crystal Lake (originally slated for the 2013 tour). Please invite local officials. RSVP by May 23rd.*
- C. Update on Medicine Lake Water Level Issue and Conversations between Commissioners and Cities – **DISCUSSION ITEM no attachment** - *Commissioners should update the group on any discussions they have had with their city councils and/or staff regarding this issue (as requested in an email from me on 3/27/14).*
- D. Contingency Plans in Event of JPA Expiration- **DISCUSSION ITEM (possible ACTION) with attachment** - *Counsel LeFevere's attached memo describes the current situation regarding the JPA, notes financial matters that should be considered, and lays out possible next steps for the Commission to consider with regards to a possible expiration of the JPA. The Commission should discuss the matter and consider directing staff to investigate some issues further or take other steps.*
- E. TAC Recommendations – **ACTION ITEM with attachment** - *The TAC met on May 1st and discussed the items below. Their recommendations for the Commission's consideration are presented in the attached memo.*
 - i. 2015 Water Quality Monitoring Program
 - ii. Responsible Parties and Funding of Flood Control Project

- F. Review Draft 2015 Operating Budget, Assessments to Cities, Budget Detail Document – **DISCUSSION ITEM with attachments** – *The Budget Committee met on May 6th and recommends the attached 2015 operating budget including a total assessment to cities equal to the 2014 total assessment, and the use of some fund balance. See the Budget Detail document for details on each line item. The Commission should approve a final proposed 2015 operating budget at its June 19th meeting for submittal to the cities.*
- G. Review 2013 Annual Report and Direct Staff to Submit to BWSR – **ACTION ITEM with attachment** – *The 2013 Annual Activity Report (executive summary attached and full report available online) is due to BWSR within 120 days of the end of the Commission's fiscal year. The document comprehensively reports on all Commission activities in 2013 and provides a 2014 work plan. Appendices (not included now) will include the financial audit, a list of resolutions, the Commission CIP, and a report on the Commission's website usage. Staff is happy to take suggestions for edits to the report. The Commission should direct staff to finalize the report and submit it to BWSR by the end of May.*
- H. Update on Next Generation Watershed Management Plan Development – **INFORMATIONAL ITEM no attachments** – *The Plan Steering Committee and several TAC members met on April 21st to discuss the water quality standards and triggers – an item in need of more discussion after the April 14th Commission Workshop. After much discussion and with the exception of the city of New Hope, there was consensus among those present (committee members, and staff from New Hope, Golden Valley, Plymouth, Minnetonka, and Minneapolis) that the Commission should use the MIDS guidance as its water quality standards and triggers for developments, redevelopments, and projects in the watershed. A formal recommendation for full Commission consideration will be presented at a future workshop. The Plan Steering Committee meets on May 19th to continue policy discussions.*

6. COMMUNICATIONS – INFORMATIONAL ITEMS with attachment

- A. Administrator's Report – *My report is attached in a new format aimed at keeping Commissioners updated on current CIP projects and the status of other Commission projects and issues. I am happy to take feedback on this document as I would like it to be a valuable communication piece. If it is not considered useful, I should not spend time developing it each month and could, instead, offer a verbal report.*
- B. Chair
- C. Commissioners
- D. TAC Members
- i. Update on Twin Cities Metro Chloride Project
- E. Committees:
- i. Education Committee
- ii. Budget Committee
- iii. Administrative Services Committee
- F. Legal Counsel
- G. Engineer
- i. 2014 Impaired Waters List: delisting of Wirth Lake, no chloride listing for Wirth and Medicine Lakes, remaining chloride listings
- ii. Vicksburg Lane Environmental Assessment Worksheet (EAW)

7. INFORMATION ONLY – INFORMATION ITEMS with documents online

- A. Grant Tracking Summary and Spreadsheet
- B. Mississippi River Forum Workshop May 30, 2014; Science Museum of Minnesota; registration is free, but is requested in advance; contact Lark Weller (lark_weller@nps.gov or 651-293-8442) by May 16 to register
- C. Triclosan & Public Health: Public Perceptions & Educational Recommendations Workshop; May 22, 2014; MN Department of Health, St. Paul; RSVP required

8. ADJOURNMENT

Upcoming Meetings

- West Metro Water Alliance (WMWA) Meeting, Tuesday May 13, 8:30 a.m., Plymouth City Hall
- Next Gen Plan Steering Committee, Monday May 19, 4:30 – 6:30 p.m., Golden Valley City Hall
- Bassett Creek Watershed Tour, Thursday May 29, 1:00 – 4:30 p.m., leaving Golden Valley City Hall
- Regular Commission Meeting, Thursday June 19, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

Commission Workshop on Next Generation Watershed Management Plan Meeting Minutes

4:00 – 6:00 p.m.

Monday April 14, 2014

Hennepin County Library Golden Valley Branch 830 Winnetka Ave, N; Golden Valley MN 55427

Attendees: Plan Steering Committee (PSC) Chair Linda Loomis, Commission Chair de Lambert, Commissioner Welch, Commissioner Hoschka, Commissioner Carlson, Commissioner Mueller, Alternate Commissioner Goddard, Alternate Commissioner Crough, Alternate Commissioner Tobelmann; TAC members Oliver, Fox, Eckman, Elkin, Eberhart, Paschke, Long; Administrator Jester, Engineer Chandler, Greg Williams (Barr Engineering), Kate Drewry (MDNR), Rachel Olmanson (MPCA), Rachael Crabb (MPRB), Karen Jensen and Emily Resseger (Met Council), Randy Anhorn (Hennepin County)

1. Welcome and Introductions

Plan Steering Committee (PSC) Chair Loomis opened the meeting at 4:03 and welcomed the group. Introductions were made around the table.

2. Review Goals and Draft Ditch Goal

Administrator Jester reminded the group that the goals for the Plan were previously approved at the Commission workshop in October, except for a goal regarding management of ditches. She indicated a draft "ditch goal" was developed by the PSC and was very similar to the goal in the 2004 Plan. The draft goal: "Manage public ditches in a manner that recognizes their current use as urban drainage systems and as altered natural waterways" was briefly discussed by the group. Mr. Anhorn noted the County was interested in transferring ditch authority to local entities. Engineer Chandler noted that transferring ditches was not difficult but it may be difficult for cities to take on the responsibilities. Ms. Drewry indicated that the goal was consistent with DNR language; if a ditch is transferred or abandoned, it becomes a public water. Commissioner Carlson noted that property owners adjacent to ditches sometimes hope for vegetation control along the banks. Mr. Anhorn noted that the County does not perform vegetation management along ditches but wouldn't be opposed to the activity if others performed vegetation management.

The group agreed with the proposed ditch goal as written and acknowledged that more details on the management of the ditches would be included in the policy section of the Plan.

Ms. Drewry noted that none of the goals are really "quantifiable" the way BWSR would like them to be. Administrator Jester indicated it was her understanding that goals could be broad and overarching as long as the policies and strategies of the Plan are quantifiable. She will check with BWSR to confirm that understanding.

3. Review Water Quality Background Items – discussion and decisions

- a. **Regulatory Role:** Engineer Chandler gave a brief presentation outlining the Commission's current regulatory role of technical review of certain types of projects with some projects coming to the Commission for approval. She also noted that this process works well for cities and at a previous meeting, the TAC had no recommended changes to the process. There was some discussion and there was clarification that because the Commission's process is not a permitting process, the Commission does not have enforcement duties – that lies with the cities issuing the actual permit. It was also recognized that moving to a permit program would likely have a large impact on the Commission's budget. Mr. Oliver and Ms. Eberhart noted the current process works well. There was consensus to keep the Commission's regulatory process the same in the new Plan.
- b. **Commission Performance Standards and Triggers for Developments:** Engineer Chandler gave another brief presentation outlining the Commissions' current water quality standards and triggers and the PSC's recommendation to use the newly created Minimal Impact Design Standards (MIDS) guidance as the Commissions' new standards and triggers. There was considerable discussion about MIDS. Ms. Eberhart was opposed to the Commission requiring the use of these standards and preferred that the Commission use the State's General Construction Stormwater Permit. Commissioner Carlson asked if the Commission could use parts of MIDS but offer exceptions or variances to other parts. Engineer Chandler noted that the flexible treatment options included in the MIDS guidance already offer much flexibility on a site by site basis.

Ms. Eberhart restated her position that the Commission should not adopt standards that are more stringent than State standards. She noted that the federal Clean Water Act (CWA) regulates cities (not watersheds), requiring them to improve and protect water quality and that State standards are already in place to accomplish meeting the CWA and TMDLs. There was further discussion about how many watershed organizations use standards that go beyond State standards, how many watershed organizations are now using MIDS standards, and how the Commission's previous Plan went beyond State standards at the time.

After further discussion and realizing perhaps even more discussion was needed with the cities, the group decided to send the matter back to the Technical Advisory Committee.

- c. **Project Costs Eligible for commission Reimbursement:** Administrator Jester referred to the list of eligible project costs and noted where changes were suggested by the PSC. She also noted that no costs would be considered completely ineligible, but some costs would be "considered for whole or partial reimbursement on a project by project basis." There was discussion about *when* cities would know if a particular cost was reimbursable as it may have bearing on whether or not the project was even doable and/or the timing of the project. Commissioner Welch noted this system perpetuates inefficiency of the entire CIP program. Others wanted to know *who* would decide and *how* it would be decided which costs were reimbursable. The group agreed that upon completion of the feasibility study would be a good time for the Commission to make funding decisions as it's the first opportunity to see the estimated costs. TAC members noted the project may not even be able to get on the CIP list if reimbursable costs aren't know. It was agreed some further details were needed to complete this policy.
- d. **Priority Waterbodies, Classifications, and Water Quality Standards:** Engineer Chandler noted the PSC's recommendation to set Commission water quality standards to match State standards. There was discussion about the need to align the table with the wording in the corresponding policy, the need to add bacteria standards, and the need to better indicate that some of the State standards are currently only proposed and not yet promulgated. Commissioner Welch also noted

that the Commission knows its waterbodies better than the State and could have different standards (including higher standards) for some or all of its waterbodies. He indicated it would be good to know from the Commission Engineer and the TAC if there are waterbodies that need standards different from the State. Ms. Jensen agreed and noted that chlorides were elevated throughout the watershed and yet water monitoring may not be capturing data during the critical time for exposure of chlorides to aquatic life. Commissioner Welch recommended that complete natural resource assessments be performed to better understand conditions of particular waterbodies. The group agreed that may be a good exercise during the life of the Plan. Chair Loomis indicated that idea should be discussed at a future Commission meeting. Additionally, the water quality standards table presented here would be revised to incorporate the discussion above.

4. Review Draft Water Quality Policies

Policy #1: Needs language aligned with water quality standards table as discussed above.

Policy #4: There was discussion about the need for revising the language to better reflect actual practice. Ms. Eberhart wondered if the Commission would pay for portions of projects that had water quality benefit, even if some of the project outcome addressed recreation. It was noted that the Commission was not interested in pursuing projects whose primary purpose was to improve recreation. Ms. Olmanson noted that many State water quality standards are based on recreational uses. The policy will be reworded.

Policy #6: Approved as written once the “eligible project costs” table is clarified.

Policy #9: After some discussion, there was consensus to continue the current data reporting practice.

Policy #13: Final wording depends on water quality standards and triggers.

Policy #25: Final wording depends on water quality standards and triggers.

5. Review Draft Groundwater Policies

Policy #71: After some discussion, the policy was approved as written.

Policy #72: A minor wording change was suggested to change “entities” to “local and State agencies.” Approved as amended.

6. Review Draft Flooding and Rate Control Policies

Policy #37: In second bullet, Ms. Eberhart would like wording change to purchase of flood prone properties to be an option, rather than the first option to better reflect city of Minneapolis practice and avoid an awkward political position for the city. Mr. Oliver noted Golden Valley would like purchase of flood prone properties to be the first option. Ms. Drewry noted that in order to make riverine systems function more naturally, sometime property acquisition is a priority. The PSC will reword the policy in hopes of satisfying both Golden Valley and Minneapolis.

Policy #45: There was some discussion; Commissioner Welch noted this is an ineffective policy due to the word “encourage.” Mr. Oliver indicated that sometimes “encouragement” of developers is enough to get

them to install a certain practice. After further discussion, the group agreed the word “developers” would be changed to “property owners” in order to capture residents and developers.

Policy #46: Ms. Eberhart noted the policy should include the language from the previous Plan regarding rate control in conformance with the Flood Control Project. Engineer Chandler agreed that was important and it would be added back in. Ms. Eberhart further indicated opposition to the proposed language that cities manage stormwater runoff of developments and redevelopments. Mr. Elkin and Mr. Oliver indicated the proposed language was okay as written. The policy will be reconsidered by the PSC.

Policy #47: Final wording depends on water quality standards and triggers.

Policy #59: Restates what was previously approved by the Commission. No discussion at this workshop.

7. Adjourn – The meeting adjourned just after 6:00 p.m.



Item 4B.
BCWMC 5-15-14

Bassett Creek Watershed Management Commission

Minutes of Regular Meeting

April 17, 2014

Golden Valley City Hall, 8:30 a.m.

Commissioners and Staff Present:

Crystal	Commissioner Guy Mueller	Robbinsdale	<i>Not represented</i>
Golden Valley	Commissioner Stacy Hoschka, Treasurer	St. Louis Park	Commissioner Jim de Lambert, Chair
Medicine Lake	Commissioner Clint Carlson	Administrator	Laura Jester, Keystone Waters LLC
Minneapolis	Alternate Commissioner Lisa Goddard	Attorney	Charlie LeFevere, Kennedy & Graven
Minnetonka	Commissioner Jacob Millner	Engineer	Karen Chandler, Barr Engineering Co.
New Hope	Alternate Commissioner Pat Crough	Recorder	Amy Herbert
Plymouth	Commissioner Ginny Black		

Technical Advisory Committee (TAC) Members/ Other Attendees Present:

Derek Asche, TAC, City of Plymouth	Jeff Oliver, TAC, City of Golden Valley
Phillip Elkin, TAC, City of St. Louis Park	John O'Toole, Alternate Commissioner, City of Medicine Lake
Christopher Gise, Golden Valley Resident	Bob Paschke, TAC, City of New Hope
Linda Loomis, Chair, Plan Steering Cmtee	Jim Prom, Plymouth City Council
Chris Long, TAC, City of New Hope	Liz Stout, TAC, City of Minnetonka
Tom Mathisen, TAC, City of Crystal	Peter Tiede, Murnane Law Firm
Richard McCoy, TAC, City of Robbinsdale	David Tobelmann, Alternate Commissioner, City of Plymouth
Jane McDonald Black, Alternate Commissioner, City of Golden Valley	

1. CALL TO ORDER AND ROLL CALL

On Thursday, April 17, 2014, at 8:37 a.m. in the Council Chambers at Golden Valley City Hall, Chair de Lambert called to order the meeting of the Bassett Creek Watershed Management Commission (BCWMC) and asked for roll call to be taken. The Cities of Minnetonka and Robbinsdale were absent from the roll call.

2. CITIZEN FORUM ON NON-AGENDA ITEMS

No items were brought forward.

3. AGENDA

Commissioner Black moved to approve the agenda. Commissioner Crough seconded the motion. Upon a vote, the motion carried 7-0 [Cities of Minnetonka and Robbinsdale absent from vote].

4. CONSENT AGENDA

Chair de Lambert suggested moving to the consent agenda item 6E: Review Draft FY2016-17 Biennial Budget Request (BBR) for Submittal to BWSR. Commissioner Black moved to approve the consent agenda as amended. Commissioner Carlson seconded the motion. Upon a vote, the motion carried 7-0 [Cities of Minnetonka and Robbinsdale absent from vote]. [The following items were approved as part of the Consent Agenda: the March 20, 2014, BCWMC meeting minutes; the monthly financial report; the payment of the invoices; Approval of agreement with Met Council for 2014 CAMP program; Approval of Hennepin County request to extend major plan amendment comment period; Approval not to waive monetary limits on municipal tort liability; Approval of agreement with University of Minnesota for NEMO Program; Set public hearing for Major Plan Amendment for June 19, 2014, 8:30 a.m.; approval to submit BBR to BWSR.]

The general and construction account balances reported in the Financial Report prepared for the April 17, 2014, meeting are as follows:

Checking Account Balance	\$775,355.55
TOTAL GENERAL FUND BALANCE	\$775,355.55
TOTAL CASH & INVESTMENTS ON-HAND (4/9/14)	\$2,622,292.97
CIP Projects Levied – Budget Remaining	(\$2,874,461.73)
Closed Projects Remaining Balance	(\$252,169.06)
2013 Anticipated Tax Levy Revenue	\$9,662.09
2014 Anticipated Tax Levy Revenue	\$895,000.00
Anticipated Closed Project Balance	\$652,493.03

5. NEW BUSINESS

A. Presentation of 2013 Monitoring Results

Engineer Chandler reported on the 2013 monitoring results of Northwood Lake, North Rice Pond and South Rice Pond. She explained that in the BCWMC's draft Watershed Management Plan currently being developed, Northwood Lake is considered a priority 1 waterbody whereas North Rice Pond and South Rice Pond are not priority 1 or priority 2 waterbodies, meaning that there may not be BCWMC monitoring of those two waterbodies in future years. She also compared and contrasted the Commission's water quality program and its procedures with the Citizen Assisted Monitoring Program (CAMP) and its procedures.

Engineer Chandler described Northwood Lake, detailing that it's a 15-acre lake with a maximum depth of 5 feet and an average depth of 2.7 feet. She explained that Northwood Lake is a shallow lake and is designated an impaired water (for nutrients) by the Minnesota Pollution Control Agency. Engineer Chandler went through the graphs and figures that were included in the meeting packet. She described the parameters measured in the water quality monitoring including total phosphorous, chlorophyll-a, and Secchi disc and the data in the tables that shows the historical summer averages for the water bodies monitored.

She summarized that over the sampling year Northwood Lake had high total phosphorous levels. She stated that the chlorophyll-a concentrations bounced around over the period and the summer average concentration was far above the MPCA standard. Engineer Chandler explained that chlorophyll-a is an indicator of algae growth where higher concentrations of chlorophyll-a indicate higher concentrations of algae. She talked about the plant coontail and its properties that seem to inhibit the growth of blue-green algae. Engineer Chandler said that there are non-harmful levels of blue-green algae in Northwood Lake, North Rice Pond, and South Rice Pond.

Engineer Chandler said that the summer average Secchi disk reading was 0.8 meters and the standard is 1 meter, meaning that Northwood Lake did not meet the standard for the Secchi disk reading in 2013 although in the past the lake has met that standard. There was a short discussion of barley straw, its effectiveness over time and the cost versus the benefit.

Next Engineer Chandler provided the 2013 monitoring results for North Rice Pond. She explained that the water body is 3.7 acres in size with a maximum depth of 5 feet. Engineer Chandler noted that both North Rice Pond and South Rice Pond are so small in size that the Commission Engineer doesn't think that they even need to meet state standards for shallow water bodies. She said that this means there are no state standards for comparisons. She described the oxygen measurements and said there was a lot of oxygen depletion in North Rice Pond, and in September there was no oxygen. Engineer Chandler noted that a trend analysis could not be done because there were not enough years of monitoring.

[Commissioner Millner arrives]

Engineer Chandler reported that the chlorophyll-a levels were fairly low until August and September and the average was below the BCWMC standard, so the pond met the water quality goal of the Commission. She added that there were low levels of blue-green algae. Engineer Chandler described the Secchi disc reading average as 0.7 meters although there was one reading during the season that had a reading of better than 1 meter. She provided information on the plants in North Rice Pond including floating plants like duckweed, native plants like coontail, and problem plants like purple loosestrife, which she recommended treating for control.

For South Rice Pond, Engineer Chandler reported that its area is 3.2 acres with a maximum depth of 3 feet, and since the Commission Engineer doesn't think the state standards apply to such a small water body, the monitoring results have been compared to the Commission's standards. She said that the oxygen levels were better for the most part than the levels in North Rice Pond, except in August and September when South Rice Pond had almost no oxygen at the surface. Engineer Chandler said the total phosphorous levels were high and the Secchi disc average was 0.5 meters. She said that the plants in South Rice Pond were similar to the ones found in North Rice Pond, except for the first time curlyleaf pondweed was found in South Rice Pond.

There was a discussion of North and South Rice Ponds and the Commission's prioritization of those two waterbodies, which are the only two water bodies located in the City of Robbinsdale and the Bassett Creek Watershed. Richard McCoy reported that residents have not complained about conditions in the ponds and noted one pond was in a park and the other has some residential area surrounding it. Administrator Jester said that it is worth taking another look at the waterbody prioritization table regarding these ponds. There was a discussion of the new Department of Natural Resources process for releasing purple loosestrife-eating beetles, and the Commission Engineer said that staff will re-write the recommendation about that task.

B. Discuss Development of Feasibility Studies for 2016 CIP Projects in Minneapolis, Golden Valley and New Hope

Administrator Jester reminded the Commission that it has three projects planned for 2016 and there is a process the Commission goes through to undertake those projects. She said the Commission needs to do a feasibility study for each project. Administrator Jester noted that the Commission has feasibility study criteria. One criterion requires the cities where the projects are located to use the Commission Engineer, an engineer from the Commission's Engineering Pool, or City staff to prepare the study. She said that at next month's meeting the Commission should be considering agreements between the Commission and those cities in order to get the feasibility studies underway.

Administrator Jester reported that Lois Eberhart asked Ms. Jester to share with the Commission the City of Minneapolis' plans to use the Commission Engineer to prepare the feasibility study for the Bryn Mawr Meadows Water Quality Improvement Project slated for 2016. Mr. Oliver announced that the City of Golden Valley intends to use WSB for the water quality pond at Honeywell. Bob Paschke stated that the City of New Hope will use Stantec for the 2016 project NL-1 in New Hope. Administrator Jester said that it appears that in this case Stantec is considered New Hope city staff and asked if the Commission approves. The Commission indicated approval.

C. Set May 1st Technical Advisory Committee Meeting and Agenda

Administrator Jester listed the items for TAC consideration at its May 1st meeting and decided the TAC would discuss the proposed 2015 Water Quality Monitoring Plan and provide a recommendation to the Budget Committee, long-term maintenance and replacement of the Flood Control Project components and other items as time permits.

D. Discuss Possible 2014 Watershed Tour

The Commission agreed that it would like to hold a Bassett Creek watershed tour this year, discussed adding Schaper Pond to the tour stops developed for last year's tour and directed Administrator Jester to send out a Doodle poll on possible tour dates in May and June.

6. OLD BUSINESS

A. Update on Medicine Lake Water Level Issue

Plymouth City Councilmember Jim Prom provided an update of the meeting between some council members of the Cities of Medicine Lake and Plymouth. He said that there was agreement in favor of doing a limited study on the water level of Medicine Lake. He said that Plymouth Council Member Stein was interested in AMLAC being involved but so far the City of Plymouth has not heard back from AMLAC (Association of Medicine Lake Area Citizens).

Administrator Jester asked about the next steps. Mr. Prom said they need to hear back from Medicine Lake on whether AMLAC would support a limited study on the lake level. Mr. Asche said that Engineer Chandler had put together a memo detailing a high-level study that would bring all of the issues together. He proposed the idea that the watershed could potentially carryout that study and reminded the group that the estimated cost of that study was \$40,000 to \$50,000. He said the study would help the stakeholders decide in which direction to go. Administrator Jester asked who would pay for the study.

Mr. Asche said the City of Plymouth is waiting to hear back from the City of Medicine Lake on whether this addresses the City's issues. He said that the City of Plymouth discussed a funding mechanism that could involve AMLAC, the City of Medicine Lake, the City of Plymouth, and the BCWMC. Mr. Asche said that this would still need to be discussed and worked out, but the City of Plymouth would support having such a study done.

Engineer Chandler clarified that the \$40,000 to \$50,000 was exclusively for the modeling exercise for raising the water level six inches. She said that using the existing XP-SWMM model, the relative changes can be determined. There was discussion of data already available and the options previously discussed.

Mr. Mathisen commented that it seems like the first step is an investigation on whether there is a problem with the water level and if there is, then the problem needs to be identified. He said that there may be existing data, but no interpretive work has been done. Commissioner Hoschka brought up the use of a continuous model. Engineer Chandler described the use of a continuous model and added that the Commission's XP-SWMM model isn't set up in that manner at this point.

Commissioner Carlson spoke up to say that the meeting had been a very cooperative meeting and he would like to see a continuation of the discussion and work that was started at that meeting.

Administrator Jester worked to identify the decisions in front of the Commission today. She brought up the request by AMLAC that the Commission spearhead a task force. Commissioner Black recommended that Administrator Jester be involved but not spearhead such a task force. Mr. Asche agreed. He requested time to work with the City of Medicine Lake to clarify the request and to bring a more detailed request in front of the Commission.

The Commissioners and TAC members reported on the feedback they gathered from their cities on the issue. St. Louis Park hoped the Commission would act in the best interest of the watershed. Crystal's Council work session is scheduled for early May. Tom Mathisen noted the council is concerned about the JPA "being held hostage." He noted that watershed districts do not allow for as much control by cities. New Hope staff supports the Commission. Minnetonka – Liz Stout reported that the city manager is very reluctant for the Commission to continue spending money on the water level issue as he doesn't see a project ultimately moving forward. Plymouth has changed course on this issue and is working to cooperate with Medicine Lake

on the issue.

B. Status of Joint Powers Agreement (JPA) Amendment

Administrator Jester reported that the City of Robbinsdale has signed the JPA Amendment and reported on a communication from Medicine Lake Mayor Gary Holter. Mr. Oliver announced that the Amendment will be in front of the Golden Valley City Council tonight. Mr. Paschke reported that the City of New Hope has ratified the Amendment.

C. NEMO Workshop Update

Administrator Jester described the workshops and their target audience and dates. She encouraged people to attend and to invite their city's council members, planning commission and environmental commission members.

D. Update on Next Generation Plan Development

Administrator Jester provided a report on the Commission's workshop on policies. She said that there was consensus to keep the current regulatory roles but the group did not come to consensus on water quality standards and triggers for development projects. She explained that at the workshop the City of Minneapolis TAC member Lois Eberhart brought up her opposition to the Plan Steering Committee's recommendation to use MIDS (Minimal Impact Design Standards) as the Commission's standards and triggers.

Administrator Jester described the process that the Plan Steering Committee and the Commission and its other committees had gone through to reach the recommendation on using MIDS as the Commission's standards and triggers. She recommended holding a joint Plan Steering Committee and TAC meeting to discuss this issue. Administrator Jester said the Plan Steering Committee will be discussing at their meeting on Monday, along with the Plan Development budget. She noted that the Commission is over-budget with the policies development portion of the plan development project due to some of the in-depth discussions being held at the different committee meetings on particular topics.

7. COMMUNICATIONS

A. Administrator:

- i. Administrator Jester announced that the Commission has plenty of the "Thing Things You Can Do (to Help Improve Water Quality)" brochures and encouraged distribution. Commissioner Black said she had some here at the meeting for anyone needing some.
- ii. Administrator Jester reminded the cities to submit their own BBRs (Biennial Budget Request).
- iii. Administrator Jester reported that she had communicated with Hennepin County, and reported that the Commission's maximum levy request will be \$1,000,000 for 2015. She said that there are upcoming Hennepin County Board meetings that Bassett Creek staff and members should attend and said she would communicate about them.
- iv. Administrator Jester announced the upcoming Budget Committee, Education Committee, and Administrative Services Committee meetings.

B. Chair: No Chair Communications

C. Commissioners:

- i. Alternate Commissioner Goddard announced that the Minnesota Pollution Control Agency is holding workshops on MIDS in the near future.
- ii. Alternate Commissioner Goddard reported on an event she attended recently at the University of Minnesota's School of Architecture and Landscape Architecture regarding a reimagining of a new approach on water resource management. She said will pass on the information when she hears about another such event there.
- iii. Alternate Commissioner Goddard said that the Friends of Bassett Creek recently sent out a link about a groundwater study and that she would forward it to Administrator Jester.
- iv. Chair de Lambert commented that he'll follow up on looking for information about collecting groundwater data around Medicine Lake.

D. Committees:

i. Budget Committee

Administrator Jester reported that the Committee met and discussed the 2015 draft budget. She said that the next Committee meeting is on May 6th and the draft budget will be in the Commission's May meeting packet.

ii. Administrative Services Committee

Chair de Lambert stated that the Committee met and went through the evaluations of the Administrator and provided the feedback to Administrator Jester. He said that there will be another Committee meeting in conjunction with the May 6th Budget Committee meeting to prioritize the Administrator's tasks.

E. Legal Counsel: No Legal Communications

F. Engineer:

- i. Engineer Chandler provided information on the upcoming MIDS workshop at Barr Engineering.
- ii. Engineer Chandler reported that the Commission received a letter from the U.S. Army Corps of Engineers regarding the Flood Control project. She said that staff needs to follow up and clarify what it is that the Corps needs.
- iii. Engineer Chandler announced that the draft bacteria TMDL document is out for public comment and the Commission Engineer will review it and provide comments and an update will be on the Commission's May meeting agenda.
- iv. Engineer Chandler said that the Commission received a draft EIS on the Bottineau Transitway and the Commission Engineer will provide comments for review.

8. INFORMATION ONLY (Available at

<http://www.bassettcreekwmo.org/Meetings/2014/2014-April/2014AprilMeetingPacket.htm>)

- A. Updated Commission Roster
- B. Grant Tracking Summary and Spreadsheet
- C. March 2014 WMWA Meeting Minutes
- D. Report by Met Council: 2012 Study of the Water Quality of 168 Metro Areas Lakes
- E. Rescheduled MIDS Workshop at Barr Engineering (April 29th)
- F. Mississippi River Forum April 18th: "River Protection Standards for the Mississippi River in the Twin Cities
- G. CIP Information now on BCWMC Website: <http://www.bassettcreekwmo.org/CIP-Information/CIP-Process-home.htm>
- H. Sun Sailor article on Upgrades to Boat Launch at French Regional Park

10. ADJOURNMENT

Chair de Lambert adjourned the Bassett Creek Watershed Management Commission Regular Meeting at 10:32 a.m.

Amy Herbert, Recorder

Date

Secretary

Date

Bassett Creek Watershed Management Commission General Account

General Fund (Administration) Financial Report

Fiscal Year: February 1, 2014 through January 31, 2015

(UNAUDITED)

MEETING DATE: May 15, 2014

Item 4C. REVISED
BCWMC 5-15-14

BEGINNING BALANCE 9-Apr-14 775,355.55

ADD:

General Fund Revenue:

Interest less Bank Fees

(8.42)

2014-15 Assessments:

Minneapolis has not paid 2014 Assessment of \$32,953

Permits:

Medivators

2,200.00

Lock Up Evergreen Equity Dev LLC

1,700.00

Gates of New Hope

1,700.00

Reimbursed Construction Costs

810.65

Total Revenue and Transfers In

6,402.23

DEDUCT:

Checks:

2631 Barr Engineering

Apr Engineering Services

30,425.12

2632 D'Amico Catering

May Meeting

131.80

2633 Amy Herbert LLC

Apr Secretarial

1,344.56

2634 Kennedy & Graven

Mar Legal

1,064.65

2635 Keystone Waters LLC

Apr Administrator

4,998.85

2636 Wenck Associates

Outlet Monitoring

1,432.80

2637 MMKR

Progress Audit Billing

6,500.00

2638 Schmitt And Sons Transp

Watershed Tour

405.00

Total Checks

46,302.78

ENDING BALANCE

7-May-14

735,455.00

OTHER GENERAL FUND REVENUE

ASSESSMENTS

490,345

457,391.00

32,954.00

PERMIT REVENUE

60,000

5,600.00

11,700.00

48,300.00

REVENUE TOTAL

550,345

5,600.00

469,091.00

81,254.00

EXPENDITURES

ENGINEERING

ADMINISTRATION

120,000

15,829.50

39,712.78

80,287.22

PLAT REVIEW

65,000

4,266.00

9,943.00

55,057.00

COMMISSION MEETINGS

16,000

1,457.00

4,798.50

11,201.50

SURVEYS & STUDIES

20,000

0.00

3,792.50

16,207.50

WATER QUALITY/MONITORING

45,000

3,088.70

16,562.70

28,437.30

WATER QUANTITY

11,000

414.12

1,571.36

9,428.64

WATERSHED INSPECTIONS

1,000

60.00

60.00

940.00

ANNUAL FLOOD CONTROL INSPECTIONS

20,000

0.00

0.00

20,000.00

REVIEW MUNICIPAL PLANS

2,000

0.00

0.00

2,000.00

ENGINEERING TOTAL

300,000

25,115.32

76,440.84

223,559.16

PLANNING

WATERSHED-WIDE SP-SWMM MODEL

0

0.00

0.00

0.00

WATERSHED-WIDE P8 WATER QUALITY MODEL

0

0.00

0.00

0.00

NEXT GENERATION PLAN

40,000

3,547.64

12,695.94

27,304.06

PLANNING TOTAL

40,000

3,547.64

12,695.94

27,304.06

ADMINISTRATOR

60,000

4,998.85

14,115.10

45,884.90

LEGAL COSTS

18,500

995.00

2,314.00

16,186.00

AUDIT, INSURANCE & BONDING

15,500

6,500.00

8,600.00

6,900.00

FINANCIAL MANAGEMENT

3,045

0.00

0.00

3,045.00

MEETING EXPENSES

3,000

131.80

559.04

2,440.96

ADMINISTRATIVE SERVICES

35,800

1,402.22

4,771.06

31,028.94

PUBLICATIONS/ANNUAL REPORT

2,000

348.50

348.50

1,651.50

WEBSITE

2,000

0.00

0.00

2,000.00

PUBLIC COMMUNICATIONS

3,000

0.00

0.00

3,000.00

WOMP

17,000

1,432.80

2,506.74

14,493.26

EDUCATION AND PUBLIC OUTREACH

15,000

405.00

1,434.28

13,565.72

WATERSHED EDUCATION PARTNERSHIPS

15,500

0.00

3,500.00

12,000.00

EROSION/SEDIMENT (CHANNEL MAINT)

25,000

0.00

0.00

25,000.00

LONG TERM MAINTENANCE (moved to CF)

25,000

0.00

0.00

25,000.00

TMDL STUDIES

20,000

615.00

2,732.00

17,268.00

GRAND TOTAL

600,345

45,492.13

130,017.50

470,327.50

Current

YTD

Construct Exp

810.65

21,680.15

Total

46,302.78

151,697.65

Cash Balance 04/09/14			
Cash		1,617,493.89	
Investments: RBC - Federal National Mortgage - 0.85% - Callable 5/23/14		1,004,798.78	
Total Cash & Investments			2,622,292.67
Add:			
Interest Revenue (Bank Charges)		(30.72)	
Total Revenue			(30.72)
Less:			
CIP Projects Levied - Current Expenses - TABLE A		(31.00)	
Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B		(710.00)	
Total Current Expenses			(741.00)
Total Cash & Investments On Hand	05/07/14		2,621,520.95
Total Cash & Investments On Hand		2,621,520.95	
CIP Projects Levied - Budget Remaining - TABLE A		(2,874,430.73)	
Closed Projects Remaining Balance		(252,909.78)	
2013 Anticipated Tax Levy Revenue - TABLE C		9,662.09	
2014 Anticipated Tax Levy Revenue - TABLE C		895,000.00	
Anticipated Closed Project Balance		651,752.31	
Proposed & Future CIP Project Amount to be Levied - TABLE B		0.00	

TABLE A - CIP PROJECTS LEVIED

	Approved Budget	Current Expenses	2014 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
Plymouth Creek Channel Restoration (2010 CR)	965,200.00	0.00	0.00	933,688.61	31,511.39
Wisc Ave/Duluth Street-Crystal (2011 CR)	580,200.00	0.00	0.00	580,200.00	0.00
North Branch-Crystal (2011 CR-NB)	834,900.00	0.00	0.00	713,240.29	121,659.71
Wirth Lake Outlet Modification (WTH-4)(2012)	202,500.00	0.00	31.00	201,513.94	986.06
5/13 Increase Budget - \$22,500					
Main Stem Irving Ave to GV Road (2012 CR)	856,000.00	31.00	2,434.00	139,195.55	716,804.45
Lakeview Park Pond (ML-8) (2013)	196,000.00	0.00	0.00	11,589.50	184,410.50
Four Seasons Mall Area Water Quality Proj (NL-2)	990,000.00	0.00	0.00	101,635.49	888,364.51
2014					
Schaper Pond Enhance Feasibility/Project (SL-1)(SL-3)	612,000.00	0.00	5,753.50	69,038.50	542,961.50
Briarwood / Dawnview Nature Area (BC-7)	250,000.00	0.00	3,287.50	9,917.59	240,082.41
Twin Lake Alum Treatment Project (TW-2)	163,000.00	0.00	0.00	15,349.80	147,650.20
	5,649,800.00	31.00	11,506.00	2,775,369.27	2,874,430.73

TABLE B - PROPOSED & FUTURE CIP PROJECTS TO BE LEVIED

	Approved Budget - To Be Levied	Current Expenses	2014 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
2015					
Main Stem 10th to Duluth	0.00	710.00	2,462.00	3,820.75	(3,820.75)
2015 Project Totals	0.00	710.00	2,462.00	3,820.75	(3,820.75)
Total Proposed & Future CIP Projects to be Levied	0.00	710.00	2,462.00	3,820.75	(3,820.75)

TABLE C - TAX LEVY REVENUES

	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance to be Collected	BCWMO Levy
2014 Tax Levy	895,000.00		895,000.00	0.00	0.00	0.00	895,000.00	895,000.00
2013 Tax Levy	986,000.00		986,000.00	0.00	0.00	976,337.91	9,662.09	986,000.00
2012 Tax Levy	762,010.00		762,010.00	0.00	0.00	756,623.34	5,386.66	762,010.00
2011 Tax Levy	863,268.83	(2,871.91)	860,396.92	0.00	0.00	854,306.79	6,090.13	862,400.00
2010 Tax Levy	935,298.91	(4,927.05)	930,371.86	0.00	0.00	926,271.81	4,100.05	935,000.00
2009 Tax Levy	800,841.30	(8,054.68)	792,786.62	0.00	0.00	792,822.49	(35.87)	800,000.00
2008 Tax Levy	908,128.08	(4,357.22)	903,770.86	0.00	0.00	904,112.72	(341.86)	907,250.00
				<u>0.00</u>			<u>919,861.20</u>	

BCWMC Construction Account

Fiscal Year: February 1, 2013 through January 31, 2014

(UNAUDITED)

May 2014 Financial Report

OTHER PROJECTS:

	Approved Budget	Current Expenses / (Revenue)	2014 YTD Expenses / (Revenue)	INCEPTION To Date Expenses / (Revenue)	Remaining Budget
TMDL Studies					
TMDL Studies	135,000.00	0.00	0.00	107,765.15	27,234.85
Sweeney TMDL	119,000.00	0.00	0.00	212,222.86	
Less: MPCA Grant Revenue		0.00	0.00	(163,870.64)	70,647.78
TOTAL TMDL Studies	<u>254,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>156,117.37</u>	<u>97,882.63</u>
Annual Flood Control Projects:					
Flood Control Emergency Maintenance	500,000.00	0.00	0.00	0.00	500,000.00
Flood Control Long-Term Maintenance	598,373.00	69.65	7,712.15	26,195.48	572,177.52
Sweeney Lake Outlet (2012 FC-1)	250,000.00	0.00	0.00	179,742.18	70,257.82
Annual Water Quality					
Channel Maintenance Fund	275,000.00	0.00	0.00	59,718.10	215,281.90
Total Other Projects	<u>1,877,373.00</u>	<u>69.65</u>	<u>7,712.15</u>	<u>421,773.13</u>	<u>1,455,599.87</u>

Cash Balance 04/09/14	1,212,262.87
Add:	
Transfer from GF	0.00
MPCA Grant-Sweeney Lk	0.00
Less:	
Current (Expenses)/Revenue	(69.65)
Ending Cash Balance	05/07/14
	<u>1,212,193.22</u>
Additional Capital Needed	<u>(243,407)</u>

CIP Projects Levied											
	Total CIP Projects Levied	2010 Plymouth Creek Channel Restoration (2010 CR)	2011 Wisc Ave (Duluth Str)- Crystal (GV)	2011 North Branch - Crystal (2011 CR-NB)	2012 Wirth Lake Outlet Modification (WTH-4)	2012 Main Stem Irving Ave to GV Road (Cedar Lk Rd) (2012CR)	2013 Lakeview Park Pond (ML-8)	2013 Four Seasons Mall Area Water Quality Project (NL-2)	2014 Schaper Pond Enhancement Feasibility / Project (SL-1) (SL-3)	2014 Briarwood / Dawnview Water Quality Improve Proj (BC-7)	2014 Twin Lake In-Lake Alum Treatment Project (TW-2)
Original Budget Added to Budget	5,627,300 22,500	965,200	580,200	834,900	180,000 22,500	856,000	196,000	990,000	612,000	250,000	163,000
Expenditures:											
Feb 2004 - Jan 2005	637.50						637.50				
Feb 2005 - Jan 2006											
Feb 2006 - Jan 2007											
Feb 2007 - Jan 2008											
Feb 2008 - Jan 2009	20,954.25	20,954.25									
Feb 2009 - Jan 2010	9,319.95	9,319.95									
Feb 2010 - Jan 2011	102,445.83	30,887.00	34,803.97	31,522.86	2,910.00	1,720.00		602.00			
Feb 2011 - Jan 2012	987,730.99	825,014.32	9,109.50	10,445.00	22,319.34	71,647.97	1,476.00	8,086.37	39,632.49		
Feb 2012 - Jan 2013	336,527.46	47,378.09	9,157.98	183,352.80	4,912.54	20,424.16	2,964.05	61,940.82	4,572.97	152.80	1,671.25
Feb 2013 - Jan 2014	1,306,247.29	135.00	527,128.55	487,919.63	171,341.06	42,969.42	6,511.95	31,006.30	19,079.54	6,477.29	13,678.55
Feb 2014 - Jan 2015	11,506.00				31.00	2,434.00			5,753.50	3,287.50	
Total Expenditures:	2,775,369.27	933,688.61	580,200.00	713,240.29	201,513.94	139,195.55	11,589.50	101,635.49	69,038.50	9,917.59	15,349.80
Project Balance	2,874,430.73	31,511.39		121,659.71	986.06	716,804.45	184,410.50	888,364.51	542,961.50	240,082.41	147,650.20
	Total CIP Projects Levied	2010 Plymouth Creek Channel Restoration (2010 CR)	2011 Wisc Ave (Duluth Str)- Crystal (GV)	2011 North Branch - Crystal (2011 CR-NB)	2012 Wirth Lake Outlet Modification (WTH-4)	2012 Main Stem Irving Ave to GV Road (Cedar Lk Rd) (2012CR)	2013 Lakeview Park Pond (ML-8)	2013 Four Seasons Mall Area Water Quality Project (NL-2)	2014 Schaper Pond Enhancement Feasibility / Project (SL-1) (SL-3)	2014 Briarwood / Dawnview Water Quality Improve Proj (BC-7)	2014 Twin Lake In-Lake Alum Treatment Project (TW-2)
Project Totals By Vendor											
Barr Engineering	377,642.91	47,863.10	48,811.20	36,727.71	30,565.19	90,803.48	6,338.95	28,670.54	68,363.50	8,879.24	10,620.00
Kennedy & Graven	14,308.10	2,120.10	1,052.50	832.45	2,225.15	1,862.25	1,200.55	2,471.95	675.00	1,038.35	829.80
City of Golden Valley	691,803.86		526,318.80		165,485.06						
City of Minneapolis	80,611.11					30,718.11		49,893.00			
City of Plymouth	861,143.86	861,143.86									
City of Crystal	665,295.13			665,295.13							
Blue Water Science	3,900.00										3,900.00
S E H											
Misc											
2.5% Admin Transfer	80,664.30	22,561.55	4,017.50	10,385.00	3,238.54	15,811.71	4,050.00	20,600.00			
Total Expenditures	2,775,369.27	933,688.61	580,200.00	713,240.29	201,513.94	139,195.55	11,589.50	101,635.49	69,038.50	9,917.59	15,349.80
	Total CIP Projects Levied	2010 Plymouth Creek Channel Restoration (2010 CR)	2011 Wisc Ave (Duluth Str)- Crystal (GV)	2011 North Branch - Crystal (2011 CR-NB)	2012 Wirth Lake Outlet Modification (WTH-4)	2012 Main Stem Irving Ave to GV Road (Cedar Lk Rd) (2012CR)	2013 Lakeview Park Pond (ML-8)	2013 Four Seasons Mall Area Water Quality Project (NL-2)	2014 Schaper Pond Enhancement Feasibility / Project (SL-1) (SL-3)	2014 Briarwood / Dawnview Water Quality Improve Proj (BC-7)	2014 Twin Lake In-Lake Alum Treatment Project (TW-2)
Levy/Grant Details											
2009/2010 Levy	902,462	902,462									
2010/2011 Levy	576,100		160,700	415,400							
2011/2012 Levy	762,010				83,111	678,899					
2012/2013 Levy	986,000						162,000	824,000			
2013/2014 Levy											
Construction Fund Balance	1,300,728	62,738	419,500	419,500	21,889	177,101	34,000	166,000			
BWSR Grant- BCWMO	504,750	212,250			75,000	217,500					
Total Levy/Grants	5,032,050	1,177,450	580,200	834,900	180,000	1,073,500	196,000	990,000			
BWSR Grants Received		BWSR Final 4/8/13			67,500	108,750					
					Bdgt	Exp	Balance				
West Medicine			Project closed 6/30/12		1,100,000.00	744,633.58	355,366.42				
Twin Lake			Project closed 4/11/13		140,000.00	5,724.35	134,275.65				
Main Stem Crystal to Regent(2010 CR)			Project closed 11/20/13		636,100.00	296,973.53	339,126.47				

***\$673.50 of expenses are from 2013.

Project Details

Proposed & Future CIP Projects (to be Levied)

	Total Proposed & Future CIP Projects (to be Levied)	2015 Main Stem - 10th Ave to Duluth
Original Budget		
Added to Budget		
Expenditures:		
Feb 2004 - Jan 2005		
Feb 2005 - Jan 2006		
Feb 2006 - Jan 2007		
Feb 2007 - Jan 2008		
Feb 2008 - Jan 2009		
Feb 2009 - Jan 2010		
Feb 2010 - Jan 2011		
Feb 2011 - Jan 2012		
Feb 2012 - Jan 2013		
Feb 2013 - Jan 2014	1,358.75	1,358.75
Feb 2014 - Jan 2015	2,462.00	2,462.00
Total Expenditures:	3,820.75	3,820.75
Project Balance	(3,820.75)	(3,820.75)

	Total Proposed & Future CIP Projects (to be Levied)	2015 Main Stem - 10th Ave to Duluth
Project Totals By Vendor		
Barr Engineering	3,572.00	3,572.00
Kennedy & Graven	248.75	248.75
City of Golden Valley		
City of Minneapolis		
City of Plymouth		
City of Crystal		
Blue Water Science		
S E H		
Misc		
2.5% Admin Transfer		
Total Expenditures	3,820.75	3,820.75

	Total Proposed & Future CIP Projects (to be Levied)	2015 Main Stem - 10th Ave to Duluth
Levy/Grant Details		
2009/2010 Levy		
2010/2011 Levy		
2011/2012 Levy		
2012/2013 Levy		
2013/2014 Levy		
Construction Fund Balance		
BWSR Grant- BCWMO		
Total Levy/Grants		

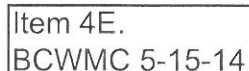
Bassett Creek Construction Project Details

Other Projects

		Other Projects							
MPCA Grant From GF	Total					2012		Totals - All Projects	
	Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long- Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance		
	1,647,373.00	105,000.00	119,000.00	500,000.00	748,373.00 (250,000.00)	250,000.00	175,000.00		
	163,870.64		163,870.64						
	230,000.00	30,000.00			100,000.00		100,000.00		
	6,949.19				3,954.44		2,994.75		
	10,249.09	637.20			9,611.89				
	113,141.44	23,486.95	89,654.49						
	117,455.33	31,590.12	47,041.86				38,823.35		
	76,184.64	31,868.63	44,316.01						
45,375.25	15,005.25	25,920.00			4,450.00				
12,656.65	168.00	5,290.50			7,198.15				
21,094.00	3,194.00					17,900.00			
174,826.03	1,815.00			4,917.00	168,094.03				
7,712.15				7,712.15					
585,643.77	107,765.15	212,222.86		26,195.48	179,742.18	59,718.10			
1,455,599.87	27,234.85	70,647.78	500,000.00	572,177.52	70,257.82	215,281.90			

Total					2012		
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	Totals - All Projects
239,955.59	104,888.70	94,948.17		22,108.82	18,009.90		621,170.50
5,977.19	1,164.30	2,902.59		94.40	1,461.15	354.75	20,534.04
180,811.13					160,271.13	20,540.00	872,614.99
38,823.35							80,611.11
						38,823.35	899,967.21
							665,295.13
101,598.10		101,598.10					3,900.00
18,478.41	1,712.15	12,774.00		3,992.26			101,598.10
							18,478.41
							80,664.30
585,643.77	107,765.15	212,222.86		26,195.48	179,742.18	59,718.10	3,364,833.79

	Total					2012		
	Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	Totals - All Projects
MPCA Grant	163,870.64		163,870.64					
2010/2011	60,000.00	10,000			25,000		25,000	902,462
2011/2012	60,000.00	10,000			25,000		25,000	636,100
2012/2013	60,000.00	10,000			25,000		25,000	822,010
2013/2014	50,000.00				25,000		25,000	1,046,000
								50,000
								1,300,728
								504,750
	393,870.64	30,000	163,870.64		100,000		100,000	5,262,050



1. The DNR is concerned with the potential use of highly-engineered, hard-control solutions for the purposes of stream bank stabilization, even in urban environments. Stabilization projects that lock the stream in place pass the problem downstream and may degrade habitat, decrease connectivity, and degrade water quality. These results are contrary to the long-term goals of watershed management. Hard-control measures include techniques such as riprap on the lower one-third of the stream bank, gabions, check dams, bendway weirs, or other concrete structures. Also of concern are projects which address only hillslope erosion processes when there is a channel erosion component also involved. Projects which use geotextile, in combination with rock or vegetation, are not recommended because it restricts lateral or vertical connectivity, preventing, for example, the movement of aquatic invertebrates in and out of the hyporheic zone. A notable exception to the above restriction is the use of riprap to protect critical infrastructure, such as bridge pilings.
2. It is noted that the Commission has completed numerous stream bank stabilization projects, some of which are displayed on the Commission's website. An alternative to using riprap on both sides of the stream channel is the construction of a three or four stage channel. By incorporating small floodplains within constricted belt widths, the channel can still function by transporting both water and sediment. It also reduces the need for maintenance and is a viable option for build-out areas where infrastructure protection is one of the main goals.



Bassett Creek Watershed Management Commission

May 16, 2014

Mr. Brent Rusco
Hennepin County, Housing Community Works and Transit
Attention: Bottineau Transitway
701 Fourth Avenue South, Suite 400
Minneapolis, MN 55415

**Re: Bottineau Transitway – Draft Environmental Impact Statement
BCWMC #2014-07**

Dear Mr. Rusco:

Thank you for providing the Bassett Creek Watershed Management Commission (BCWMC) with the opportunity to review and to provide comments on the Bottineau Transitway Draft Environmental Impact Statement (EIS). On behalf of the BCWMC, we reviewed the Draft EIS and offer the following comments on the areas potentially impacted by the project that are within the BCWMC jurisdiction.

General/Background

As shown in Figure 5.9-1, portions of three of the proposed alignment alternatives are located in the jurisdiction of the BCWMC:

- Nearly all of Alignment D1 (part of the preferred alternative), from about Russell Ave. N. in Minneapolis to the intersection of Alignment D1 and Alignment C at 34th Ave. N. near the Robbinsdale/Crystal border. As noted in the Draft EIS, stormwater runoff from the existing railway corridor along this route discharges directly into surrounding ditches and is conveyed to adjacent waterbodies, including Bassett Creek, Grimes Pond, North Rice Pond and South Rice Pond (which eventually drain to Bassett Creek).
- Portions of Alignment D2, from about 17th Ave. N. and Penn Ave. N. to West Broadway and Xerxes Ave. N. in Minneapolis (Robbinsdale/Minneapolis border), and along 34th Ave. N. from just west of France Ave. N. to the intersection with Alignment C. Stormwater runoff from this portion of the route will also discharge directly to Bassett Creek, via storm sewer systems.
- A small portion of Alignment C (part of the preferred alternative), from 34th Ave. N. to 36th Ave. N.

Floodplain Issues

Alignment D1 follows the Burlington-Northern Santa Fe (BNSF) railroad corridor. A portion of this route in Golden Valley (and Wirth Park in particular) is located along the Main Stem of Bassett Creek and South Rice Pond. In Robbinsdale, the route is located along Grimes Pond, North Rice Pond and South Rice Pond. The BCWMC's 100-year floodplain elevation for Bassett Creek along Alignment D1 ranges from elevation

Bassett Creek Watershed Management Commission

7800 Golden Valley Road | Golden Valley, MN 55427 | www.bassettcreekwmo.org | Established 1968

Crystal | Golden Valley | Medicine Lake | Minneapolis | Minnetonka | New Hope | Plymouth | Robbinsdale | St. Louis Park

826.0 ft. (NGVD29) at the upstream end of TH 55 to 832.0 ft. (NGVD29) at the downstream side of Bassett Creek Drive. In addition, the BCWMC's 100-year floodplain elevation for Grimes Pond/North Rice Pond is 838.0 ft (NGVD29) and for South Rice Pond is 831.5 ft (NGVD29).

The preferred alternative (Alternative B-C-D1) will result in 18,700 cubic yards of total floodplain impacts. Of this, 11,000 cubic yards will be within the Bassett Creek floodplain, along Alignment D1.

As discussed in previous correspondence, the BCWMC will not allow filling within the BCWMC-established floodplain without mitigation. Proposals to fill within the floodplain must obtain BCWMC approval and provide compensating storage (1:1 basis) and/or channel modifications so that the flood level is not increased at any point along the creek due to fill. Figure 5.2-6 in the Draft EIS identifies two areas within Theodore Wirth Regional Park as potential sites to provide compensating floodplain storage. As noted in Section 5.2.5 of the Draft EIS, the design of the compensatory storage sites would need to be coordinated with the Minneapolis Park and Recreation Board, appropriate city/cities, and the approving agencies (including the BCWMC). We encourage the Metropolitan Council to contact BCWMC as early in the design process as possible to discuss these storage sites.

In addition to reviewing proposals for floodplain fill, the BCWMC must review and approve crossings of the Bassett Creek trunk system, including changes to existing crossings. The Draft EIS notes (Section 5.3.4.1) that Alignment D1 will cross a backwater channel of Bassett Creek, just north of TH 55.

Floodplain management policies are listed in Section 5.2.2.2 of the BCWMC's 2004 Watershed Management Plan. Please also see the BCWMC's submittal and design requirements for projects ("Requirements for Improvements and Development Proposals," 2008). These documents can be found on the BCWMC website: www.bassettcreekwmo.org.

Runoff and Rate Control

The BCWMC regulates stormwater runoff discharges and volumes to minimize flood problems, flood damages, and future costs of stormwater management systems along the Bassett Creek trunk system. The selected alternative for the Bottineau Transitway project will increase impervious surface 31% within the overall project area. Within the Bassett Creek watershed (Alignment D1), the project will increase the amount of impervious surface by 15 acres, a 40% increase within the Alignment D1 project area (from Technical Report Stormwater in the Draft EIS). The increased impervious surface will be in close proximity to the creek itself and will result in increased runoff rates if not controlled. Best management practices must be implemented to ensure flood profiles are not increased along Bassett Creek.

Water Quality

The BCWMC and its member cities have committed significant resources to the improvement of the quality of stormwater runoff reaching the Mississippi River, by reducing nonpoint source pollution carried as stormwater runoff. The BCWMC strongly encourages the Metropolitan Council to implement best management practices to treat transitway runoff to ensure that the project does not increase pollutant-loading to adjacent water bodies. The BCWMC's water quality policies are listed in Section 4.2 of the Watershed Management Plan.

The BCWMC expects the Bottineau Transitway project design to include stormwater treatment and erosion control measures that will reduce the amount of phosphorus and sediment carried by stormwater

runoff to Bassett Creek. The BCWMC also expects the Metropolitan Council to consider measures to minimize the amount of increased impervious surfaces resulting from the project.

Additional pollutants of concern to the BCWMC include chloride from road salting, fuel, oils, metals and construction runoff which could enter storm drains and downstream water resources. Adequate permanent and temporary construction BMPs must be implemented as part of the project.

The Draft EIS proposes the construction of infiltration basins in ditches adjacent to the transitway to provide some water quality treatment before runoff is discharged to Bassett Creek. All proposed water quality treatment facilities will be reviewed for conformance to the design requirements outlined in the "Requirements for Improvements and Development Proposals," (2008). These documents can be found on the BCWMC website: www.bassettcreekwmo.org. The BCWMC is in the process of updating its Watershed Management Plan, which could include significant new standards for stormwater management. We expect approval of the BCWMC Plan sometime in fall 2015, which means the new standards will likely be in place before engineering design begins on the transitway project.

Maintenance

Maintenance of stormwater management (water quality and flood control) features is critical to ensure proper operation. The Draft EIS does not appear to include the maintenance measures the Metropolitan Council proposes to undertake to ensure the effectiveness of stormwater management features. The final EIS should describe the maintenance measures and it should also identify the parties responsible for inspections, the parties responsible for maintenance, and the inspection and maintenance schedules. The BCWMC is concerned that if these operation and maintenance responsibilities are not clearly laid out, the responsibility will fall on the member cities or BCWMC to perform the duties.

Erosion Control

A BCWMC goal is to prevent erosion and sedimentation to the greatest extent possible to protect the BCWMC's water resources from increased sediment loading and associated water quality problems. Temporary and permanent best management practices must be implemented to control construction and post-development erosion and runoff from the site. The BCWMC is particularly concerned about erosion and sediment control during construction because of the proximity of Alignment D1 to numerous water resources, Alignment D1 is immediately adjacent to Grimes Pond and South Rice Pond, and adjacent to or very near Bassett Creek and its adjacent wetlands. Extra care will need to be taken during construction to avoid sediment and other pollutants from entering these water resources. The EIS should acknowledge the extra difficulty in preventing erosion and sedimentation along the portions of the route with numerous water resources in close proximity, such as Alignment D1.

In addition to the NPDES Construction Stormwater Permit from the MPCA (as noted in Section 5.9.5 of the Draft EIS), the BCWMC reviews projects for erosion and sediment control. The BCWMC's erosion and sediment control plan requirements are outlined in "Requirements for Improvements and Development Proposals" (2008). The BCWMC's erosion and sediment control policies are also listed in Section 6.2 of the BCWMC Watershed Management Plan. These documents can be found on the BCWMC website: www.bassettcreekwmo.org.

Wetland Management

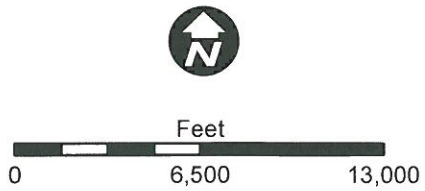
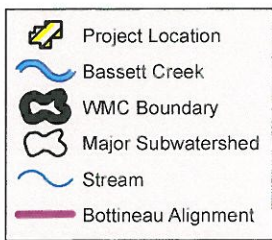
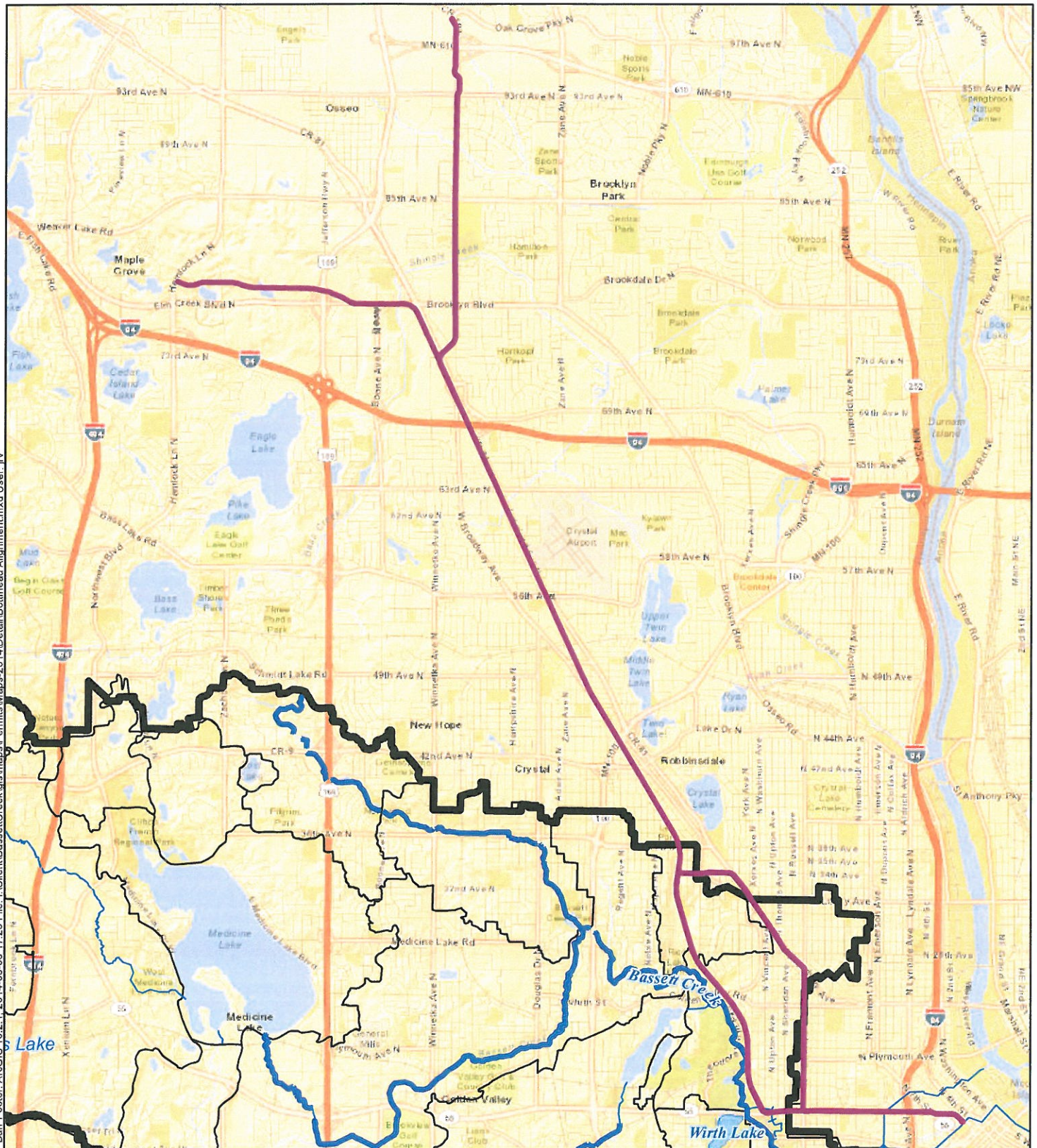
The BCWMC wetland goal is to achieve no net loss of wetlands in the Bassett Creek watershed in conformance to the Minnesota Wetland Conservation Act (WCA) and associated rules (Minnesota rules 8420). The portion of the preferred alternative (B-C-D1) and Alternative B-C-D2 in BCWMC is in Minneapolis, Golden Valley and Robbinsdale. Minneapolis and Golden Valley are the local governmental units (LGUs) responsible for administering the WCA in their cities; BCWMC is the LGU for administering WCA in Robbinsdale. Table 5.3-4 in the Draft EIS shows the total wetland disturbance or fill for Alignment D1 (part of preferred alternative) to be 6.1 acres. All of this wetland disturbance or fill along Alignment D1 is within BCWMC. At least two acres appears to be in Robbinsdale. For the portion of Alignment C within BCWMC, there appears to be 0.4 acres of wetland disturbance or fill; this is located in Robbinsdale. Alignment D2 includes 0.7 acres of wetland disturbance or fill, all of which is in BCWMC and in Robbinsdale. BCWMC will be responsible for administering WCA for the Robbinsdale portions of the alignments. Wetland management policies are listed in Section 8.0 of the BCWMC Watershed Management Plan. The BCWMC's submittal and design requirements for projects are included in "Requirements for Improvements and Development Proposals" (2008). These documents can be found on the BCWMC website: www.bassettcreekwmo.org.

The BCWMC appreciates the opportunity to provide these comments and looks forward to working with you to restore and protect the health of the BCWMC's water resources. Please feel free to contact the BCWMC Engineer, Karen Chandler at 952-832-2813 (or kchandler@barr.com), or the Commission Administrator, Laura Jester, at 952-270-1990 (or laura.jester@keystonewaters.com), if you have questions or would like further information.

Sincerely,

Jim de Lambert. Chair
Bassett Creek Watershed Management Commission

c: BCWMC Commissioners and Alternate Commissioners
BCWMC Technical Advisory Committee



LOCATION MAP
Bottineau Alignment
Golden Valley, MN



Item 4G.
BCWMC 5-15-14
Full Document Online

PRINCIPALS

Thomas M. Montague, CPA
Thomas A. Karnowski, CPA
Paul A. Radosevich, CPA
William J. Lauer, CPA
James H. Eichten, CPA
Aaron J. Nielsen, CPA
Victoria L. Holinka, CPA

April 11, 2014

Board of Commissioners and Management
Bassett Creek Watershed Management Commission

The following is a summary of our audit work, key conclusions, and other information that we consider important or that is required to be communicated to the Board of Commissioners, administration, or those charged with governance of the Bassett Creek Watershed Management Commission (the Commission).

OUR RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA AND *GOVERNMENT AUDITING STANDARDS*

We have audited the financial statements of the governmental activities and each major fund of the Commission as of and for the year ended January 31, 2014, and the related notes to the financial statements. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information to you verbally and in our audit engagement letter. Professional standards also require that we communicate to you the following information related to our audit.

PLANNED SCOPE AND TIMING OF THE AUDIT

We performed the audit according to the planned scope and timing previously discussed and coordinated in order to obtain sufficient audit evidence and complete an effective audit.

AUDIT OPINION AND FINDINGS

Based on our audit of the Commission's financial statements for the year ended January 31, 2014:

- We have issued an unmodified opinion on the Commission's financial statements. The Commission has elected not to present management's discussion and analysis, which accounting principles generally accepted in the United States of America have determined necessary to supplement, although not required to be a part of, the basic financial statements.
- We reported no deficiencies in the Commission's internal control over financial reporting that we considered to be material weaknesses.
- The results of our testing disclosed no instances of noncompliance required to be reported under *Government Auditing Standards*.
- We reported no findings based on our testing of the Commission's compliance with Minnesota laws and regulations.

Malloy, Montague, Karnowski, Radosevich & Co., P.A.

5353 Wayzata Boulevard • Suite 410 • Minneapolis, MN 55416 • Telephone: 952-545-0424 • Telefax: 952-545-0569 • www.mmkr.com

SIGNIFICANT ACCOUNTING POLICIES

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Commission are described in Note 1 of the notes to basic financial statements.

We noted no transactions entered into by the Commission during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

CORRECTED AND UNCORRECTED MISSTATEMENTS

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Where applicable, management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management, when applicable, were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

ACCOUNTING ESTIMATES AND MANAGEMENT JUDGMENTS

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

We evaluated the key factors and assumptions used to develop these accounting estimates in determining that they are reasonable in relation to the basic financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

DIFFICULTIES ENCOUNTERED IN PERFORMING THE AUDIT

We encountered no significant difficulties in dealing with management in performing and completing our audit.

DISAGREEMENTS WITH MANAGEMENT

For purposes of this report, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

MANAGEMENT REPRESENTATIONS

We have requested certain representations from management that are included in the management representation letter dated April 11, 2014.

MANAGEMENT CONSULTATIONS WITH OTHER INDEPENDENT ACCOUNTANTS

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Commission's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no consultations with other accountants.

OTHER AUDIT MATTERS

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Commission's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

OTHER INFORMATION IN DOCUMENTS CONTAINING AUDITED FINANCIAL STATEMENTS

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Commission's basic financial statements. Other information, including the introductory section, accompanying the basic financial statements is presented for purposes of additional analysis and is not a required part of the basic financial statements. With respect to the introductory section accompanying the financial statements, our procedures were limited to reading this other information, and in doing so we did not identify any material inconsistencies with the audited financial statements.

CLOSING

We would be pleased to further discuss any of the information contained in this report or any other concerns that you would like us to address. We would also like to express our thanks for the courtesy and assistance extended to us during the course of our audit.

The purpose of this report is solely to provide those charged with governance of the Commission, management, and those who have responsibility for oversight of the financial reporting process required communications related to our audit process. Accordingly, this report is not suitable for any other purpose.

Malloy, Montague, Karnowski, Radosevich & Co., P.A.

Minneapolis, Minnesota
April 11, 2014

Excerpt from full audit document. Full audit available online.

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

Statement of Net Position
as of January 31, 2014
(With Partial Comparative Information as of January 31, 2013)

	Governmental Activities	
	2014	2013
Assets		
Cash and temporary investments	\$ 4,501,767	\$ 5,293,244
Interest receivable	1,606	3,405
Delinquent taxes receivable	9,157	9,175
Due from other governments	4,500	36,000
Prepays	1,438	1,595
Total assets	<u>\$ 4,518,468</u>	<u>\$ 5,343,419</u>
Liabilities		
Accounts payable	\$ 56,212	\$ 254,745
Unearned revenue	205,897	435,829
Total liabilities	<u>262,109</u>	<u>690,574</u>
Net position		
Restricted for watershed improvements	3,869,743	4,320,910
Unrestricted	386,616	331,935
Total net position	<u>4,256,359</u>	<u>4,652,845</u>
Total liabilities and net position	<u>\$ 4,518,468</u>	<u>\$ 5,343,419</u>

See notes to basic financial statements

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

Statement of Activities
Year Ended January 31, 2014
(With Partial Comparative Information for the Year Ended January 31, 2013)

	Governmental Activities	
	2014	2013
Expenses		
Watershed management		
Administration	\$ 493,362	\$ 524,278
Improvement projects	1,458,237	376,396
Total expenses	<u>1,951,599</u>	<u>900,674</u>
Program revenues		
Watershed management		
Charges for services – member assessments	515,046	461,045
Charges for services – permit fees	51,600	41,600
Capital grants and contributions	5,295	144,750
Total program revenues	<u>571,941</u>	<u>647,395</u>
Net program revenue (expense)	(1,379,658)	(253,279)
General revenues		
Property taxes	977,600	754,027
Unrestricted state aids	14	845
Investment earnings	4,477	5,099
Other	1,081	1,736
Total general revenues	<u>983,172</u>	<u>761,707</u>
Change in net position	(396,486)	508,428
Net position		
Beginning of year	<u>4,652,845</u>	<u>4,144,417</u>
End of year	<u>\$ 4,256,359</u>	<u>\$ 4,652,845</u>

See notes to basic financial statements

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

Balance Sheet
Governmental Funds
as of January 31, 2014
(With Partial Comparative Information as of January 31, 2013)

	General Fund	Improvement Capital Projects Fund	Total Governmental Funds	
			2014	2013
Assets				
Cash and temporary investments	\$ 635,337	\$ 3,866,430	\$ 4,501,767	\$ 5,293,244
Interest receivable	—	1,606	1,606	3,405
Delinquent taxes receivable	—	9,157	9,157	9,175
Due from other governments	4,500	—	4,500	36,000
Prepays	1,438	—	1,438	1,595
Total assets	<u>\$ 641,275</u>	<u>\$ 3,877,193</u>	<u>\$ 4,518,468</u>	<u>\$ 5,343,419</u>
Liabilities				
Accounts payable	\$ 48,762	\$ 7,450	\$ 56,212	\$ 254,745
Unearned revenue	205,897	—	205,897	435,829
Total liabilities	<u>254,659</u>	<u>7,450</u>	<u>262,109</u>	<u>690,574</u>
Deferred inflows of resources				
Unavailable revenue – property taxes	—	9,157	9,157	9,175
Fund balances				
Nonspendable for prepaids	1,438	—	1,438	1,595
Restricted for watershed improvements	—	3,860,586	3,860,586	4,311,735
Unassigned	385,178	—	385,178	330,340
Total fund balances	<u>386,616</u>	<u>3,860,586</u>	<u>4,247,202</u>	<u>4,643,670</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 641,275</u>	<u>\$ 3,877,193</u>		

Amounts reported for governmental activities in the Statement of Net Position are different because:

Certain revenues (including delinquent taxes) are included in net position, but are excluded from fund balances until they are available to liquidate liabilities of the current period.

	9,157	9,175
Net position of governmental activities	<u>\$ 4,256,359</u>	<u>\$ 4,652,845</u>

See notes to basic financial statements

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

Statement of Revenue, Expenditures, and Changes in Fund Balances
Governmental Funds
Year Ended January 31, 2014
(With Partial Comparative Information for the Year Ended January 31, 2013)

	General Fund	Improvement Capital Projects Fund	Total Governmental Funds	
			2014	2013
Revenue				
Member contributions	\$ 515,046	\$ —	\$ 515,046	\$ 461,045
Permit fees	51,600	—	51,600	41,600
Property taxes	—	977,618	977,618	758,390
State aid	4,500	809	5,309	145,595
Investment earnings	128	4,349	4,477	5,099
Miscellaneous	1,081	—	1,081	1,736
Total revenue	572,355	982,776	1,555,131	1,413,465
Expenditures				
Current				
Engineering	336,845	—	336,845	432,400
Legal	17,571	—	17,571	16,196
Professional services	13,157	—	13,157	12,927
Administrative services	79,467	—	79,467	32,784
Public relations and outreach	16,773	—	16,773	9,889
Financial management	3,119	—	3,119	3,000
Education	22,996	—	22,996	14,347
Miscellaneous	2,396	1,038	3,434	2,735
Capital outlay				
Improvement projects	—	1,458,237	1,458,237	376,396
Total expenditures	492,324	1,459,275	1,951,599	900,674
Excess (deficiency) of revenue over expenditures	80,031	(476,499)	(396,468)	512,791
Other financing sources (uses)				
Transfers in	24,650	50,000	74,650	79,050
Transfers (out)	(50,000)	(24,650)	(74,650)	(79,050)
Total other financing sources (uses)	(25,350)	25,350	—	—
Net change in fund balances	54,681	(451,149)	(396,468)	512,791
Fund balances				
Beginning of year	331,935	4,311,735		
End of year	\$ 386,616	\$ 3,860,586		

Amounts reported for governmental activities in the Statement of Activities are different because:

Certain revenues (including delinquent taxes) are included in net position, but are excluded from fund balances until they are available to liquidate liabilities of the current period.

(18)

(4,363)

Change in net position of governmental activities

\$ (396,486)

\$ 508,428

See notes to basic financial statements

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

Statement of Revenue, Expenditures, and Changes in Fund Balances
Budget and Actual
General Fund
Year Ended January 31, 2014

	Original and Final Budget	Actual	Over (Under) Budget
Revenue			
Member contributions	\$ 515,046	\$ 515,046	\$ —
Permit fees	48,000	51,600	3,600
State aid	—	4,500	4,500
Investment earnings	—	128	128
Miscellaneous	—	1,081	1,081
Total revenue	<u>563,046</u>	<u>572,355</u>	<u>9,309</u>
Expenditures			
Current			
Engineering	319,250	336,845	17,595
Legal	18,500	17,571	(929)
Professional services	15,225	13,157	(2,068)
Administrative services	90,000	79,467	(10,533)
Public relations and outreach	24,500	16,773	(7,727)
Financial management	3,045	3,119	74
Education	29,775	22,996	(6,779)
Miscellaneous	2,751	2,396	(355)
Total expenditures	<u>503,046</u>	<u>492,324</u>	<u>(10,722)</u>
Excess of revenue over expenditures	60,000	80,031	20,031
Other financing sources (uses)			
Transfers in	—	24,650	24,650
Transfers out	(60,000)	(50,000)	10,000
Total other financing sources (uses)	<u>(60,000)</u>	<u>(25,350)</u>	<u>34,650</u>
Net change in fund balances	<u>\$ —</u>	54,681	<u>\$ 54,681</u>
Fund balances			
Beginning of year		<u>331,935</u>	
End of year		<u>\$ 386,616</u>	

See notes to basic financial statements

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 4H – Fernbrook Lane Emergency Culvert Replacement: Plymouth
BCWMC May 15, 2014
Date: May 6, 2014
Project: 23270051 2014 2006

4H Fernbrook Lane Emergency Culvert Replacement - Plymouth

Summary:

Proposed Work: Emergency replacement of an existing culvert over Plymouth Creek

Basis for Commission Review: Work in floodplain and creek crossing

Change in Impervious Surface: None

Recommendation: N/A

General Background & Comments

On April 7, 2014, the City of Plymouth closed Fernbrook Lane due to settlement in the street over the Plymouth Creek culvert. The existing 15-foot by 14-foot modified circular corrugated metal culvert was replaced under emergency conditions with a 14-foot by 10-foot concrete box culvert. Replacement of the culvert and roadway was substantially completed by April 26, 2014. The project resulted in no change of impervious area. Although projects in the floodplain require review and approval by the BCWMC prior to construction, emergency work performed by cities that involve utilities, traffic, or public safety is exempt from the BCWMC review process so the city can focus on the emergency situation. Therefore the final drawings and application have been submitted after construction, under non-emergency conditions, to document the work. BCWMC staff worked closely with the city to review the proposed culvert crossing prior to construction.

Floodplain

The BCWMC 100-year floodplain management elevation at Fernbrook Lane is 948 at the upstream end of the culvert and 947 at the downstream end of the culvert. Hydraulic modeling of the existing culvert showed that the modeled upstream elevation is 946.39 feet and the modeled downstream elevation is 946.26 feet. Modeling of the replacement culvert showed a slight increase in the upstream elevation of 0.02-feet and no change in the downstream elevation.

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 4H – Fernbrook Lane Emergency Culvert Replacement; Plymouth
Date: May 7, 2014
Page: 2
Project: 23270051 2014 2006

Stormwater Management

The proposed work on the site will not change stormwater drainage; the bridge and its abutments drain directly to Plymouth Creek.

Water Quality Management

There will be no change in runoff as a result of this project. Because there is no change in impervious area, this project is not required to meet the BCWMC's non-degradation policy or Level 1 water quality treatment requirements.

Erosion and Sediment Control

Silt fence was placed around areas to be graded to reduce runoff of sediment into the creek.

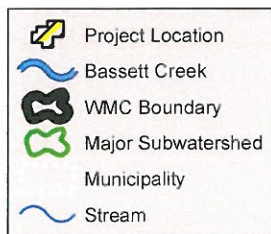
Recommendation

Approval is not required since the work has been completed.

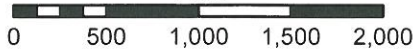


Barr Footer: ArcGIS 10.2.1, 2014-05-06 17:08 File: I:\Client\BassettCreek\GIS\Maps\Permits\Maps-2014-06.mxd User: JV

Imagery Source: Aerial Express (2009)



Feet



LOCATION MAP
APPLICATION 2014-06
Fernbrook Lane Emergency
Culvert Replacement
Plymouth, MN



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 4I – The Lock-Up Storage Facility – Golden Valley
BCWMC May 15, 2014 Meeting Agenda
Date: May 7, 2014
Project: 23270051 2014 2009

4I The Lock-Up Storage Facility: Golden Valley

Summary:

Proposed Work: Construction of a self-storage facility

Basis for Commission Review: Alternative Treatment Proposed

Change in Impervious Surface: Increase 1,300 square feet

Recommendation: Conditional Approval

General Background & Comments

The proposed Lock-Up self-storage facility will be located on the northeast corner of the Highway 55 and Douglas Drive intersection. The proposed redevelopment includes demolition of existing pavement (previously a restaurant site) and construction of the self-storage facility and associated parking. Approximately 1.22 acres will be graded as part of this project and there will be an increase in impervious surface by approximately 1,300 square feet. Proposed BMPs include one underground infiltration system. The site is in the Sweeney Lake Subwatershed.

Floodplain

N.A.

Wetlands

The City of Golden Valley is the Local Government Unit (LGU) responsible for review of the project for conformance to the MN Wetland Conservation Act.

Stormwater Management

Under existing and proposed conditions, the site discharges to the northeast to storm sewer under the Highway 55 frontage road. There is currently no rate control on the site. Under proposed conditions, some rate control will be provided by the proposed underground infiltration system.

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 4I – The Lock-Up Storage Facility – Golden Valley
Date: May 7, 2014
Page: 2
Project: 23270051 2014 2009

Water Quality Management

Currently, there is no water quality treatment onsite. Proposed permanent BMPs include construction of one underground infiltration system, consisting of 182-feet of 48-inch perforated PVC pipe. A total of 0.81 acres of the site's 0.93 acres of impervious surface will discharge through the underground unit. The remaining 0.12 acres of impervious area will discharge offsite untreated.

Erosion and Sediment Control

Temporary erosion control features include silt fence, inlet protection around all storm sewer inlets, and rock construction entrances.

Recommendation

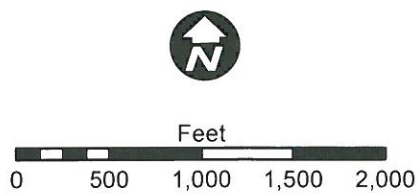
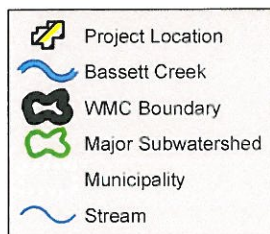
Conditional approval based on the following comments:

1. Details of the underground infiltration system must be included on the plans.
2. Pretreatment is important for infiltration and filtration BMPs to help reduce clogging of the filter beds. Pretreatment devices such as four-foot sumps, grit chambers, grass swales, filter strips or sediment forebays/traps should be incorporated into the design. If sumps are used for pretreatment, we recommend installing SAFL baffles or other environmental manholes to increase removal efficiency.
3. A four-foot sump with SAFL baffle (or other environmental manhole) is recommended at CBMH08 to provide some water quality treatment for the portion of the impervious surface that leaves the site untreated.
4. The following erosion control comments must be added to the plans:
 - Temporary or permanent mulch must be uniformly applied by mechanical or hydraulic means and stabilized by disc-anchoring or use of hydraulic soil stabilizers.
 - Temporary vegetative cover must be spread at 1.5 times the usual rate per acre. If temporary cover is to remain in place beyond the present growing season, two-thirds of the seed mix shall be composed of perennial grasses.
5. A maintenance agreement for the underground infiltration system should be established between the applicant and the City of Golden Valley.
6. Revised plans must be submitted to the BCWMC Engineer for review and approval.



Barr Footer: ArcGIS 10.2.1, 2014-05-06 17:12 File: I:\Client\BassettCreek\maps\Permits\Maps-2014\Detail\Permit 2014-09.mxd User: JV

Imagery Source: Aerial Express (2009)



LOCATION MAP
APPLICATION 2014-09
The Lock-Up Storage Facility
Golden Valley, MN



Bassett Creek Watershed Management Commission

May 16, 2014

Ms. Barb Peichel
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194

Re: Comments on Upper Mississippi River Bacteria TMDL Study and Protection Plan

Dear Ms. Peichel:

The Bassett Creek Watershed Management Commission (BCWMC) is committed to improving and protecting water quality in all of its water resources. The BCWMC installs approximately \$1 million of water quality improvement projects annually, implements a rigorous monitoring program each year, implements TMDLs, and cooperates with its nine member cities on multiple best practices and programs.

The BCWMC supports MPCA's efforts to address bacteria impairments in the Upper Mississippi River basin, but has concerns about the efficacy of the MPCA's source identification, which leads to concerns about the MPCA adequately targeting and monitoring the success of future implementation efforts within the watershed. As a result, the BCWMC has specific questions, comments and suggestions on the draft report as it pertains to the three impaired reaches within BCWMC—Bassett Creek, AUID#07010206-538; Plymouth Creek, #07010206-526; and North Branch Bassett Creek, #07010206-552; please see these listed below.

1. Impaired waters listings for bacteria in Plymouth Creek, #07010206-526 and North Branch Bassett Creek, #07010206-552—our experience has been that both of these stream reaches routinely go dry each year. In addition, both of these reaches are highly channelized and have been significantly altered by ditching. It is suggested that these listings be considered as Category 4C water bodies. The category applies to both Plymouth Creek and North Branch Bassett Creek because the non-attainment of the applicable water quality standard is not caused by a pollutant. Examples of circumstances where an impaired segment may be placed in Category 4C include waterbodies impaired solely due to lack of adequate flow or to stream channelization.
2. Bacteria delivery factor (p. 84)—the Water Quality Risk GIS layer, despite the adjustment for imperviousness, represents a questionable basis for the bacteria delivery factors in urbanized watersheds because these areas are mostly serviced by storm sewer systems that can deliver various sources of bacteria several miles, regardless of proximity or terrain. As a result, we are concerned that this GIS data was used to develop the list of relative potential bacteria sources in Tables 4-15 and 4-16, which could result in misallocating resources (funding, staffing, etc.) for future implementation efforts.
3. Tables 4-15 and 4-16—we question why any kind of livestock (registered or otherwise) are depicted in either table for any of the three impairments in the Bassett Creek watershed, since it is not expected that any of these animals are present. Table 4-15 indicates that all three of the Bassett Creek

Bassett Creek Watershed Management Commission

7800 Golden Valley Road | Golden Valley, MN 55427 | www.bassettcreekwmo.org | Established 1968
Crystal | Golden Valley | Medicine Lake | Minneapolis | Minnetonka | New Hope | Plymouth | Robbinsdale | St. Louis Park

**COOPERATIVE AGREEMENT
FOR
PREPARATION OF A FEASIBILITY REPORT FOR THE
NORTHWOOD LAKE IMPROVEMENT PROJECT: (NL-1) JORDAN OUTLET POND
AND POND NB 29A, B**

This Agreement is made as of this ____ day of _____, 2014, by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (hereinafter the "Commission"), and the City of New Hope, a Minnesota municipal corporation (hereinafter the "City").

WITNESSETH:

WHEREAS, the Commission adopted the Bassett Creek Watershed Management Commission Water Management Plan, July 2004 on September 16, 2004 (the "Plan"), a watershed management plan within the meaning of Minn. Stat. § 103B.231; and

WHEREAS, the Plan, as amended, includes in the Commission's Capital Improvement Program ("CIP") a Project referred to as Northwood Lake Improvement Project: (NL-1) Jordan Outlet Pond and Pond NB 29A, B (the "Project"); and

WHEREAS, the Joint Powers Agreement for the Commission requires the preparation of a feasibility report for projects in its CIP; and

WHEREAS, the City is willing to prepare a feasibility report for the Project on the terms and conditions hereinafter set forth.

NOW, THEREFORE, ON THE BASIS OF THE PREMISES AND MUTUAL COVENANTS HEREINAFTER SET FORTH, THE PARTIES AGREE AS FOLLOWS:

1. The Project will consist of the Northwood Lake Improvement Project (NL-1) Jordan Outlet Pond and Pond NB 29A, B.
2. The City will prepare a feasibility report for the Project (the "Report") in accordance with the Proposal of Stantec Consulting Services, Inc. attached as Attachment One.
3. The Commission will reimburse up to thirty thousand Dollars (\$30,000) of the cost of preparing the Report.
4. Reimbursement to the City will not exceed the amount specified in paragraph 3. Reimbursement will not exceed the costs and expenses incurred by the City for preparation of the Report, less any amounts the City receives for preparation of the Report as grants from other sources. All costs of preparing the Report incurred by the City in excess of such reimbursement shall be borne by the City or secured by the City from other sources.

5. All City books, records, documents, and accounting procedures related to the preparation of a Report are subject to examination by the Commission.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on behalf of the parties as of the day and date first above written.

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

By: _____
Its Chair

And by: _____
Its Secretary

CITY OF NEW HOPE

By: _____
Its Mayor

And by: _____
Its Manager



Stantec Consulting Services Inc.
2335 Highway 36 West
St. Paul MN 55113
Tel: (651) 636-4600
Fax: (651) 636-1311

Attachment One

May 5, 2014
File: 193802816

Attention: Bob Paschke
Director of Public Works
City of New Hope
5500 International Parkway
New Hope, MN 55428

Reference: 2016 Northwood Lake Improvements Project – Feasibility Study Proposal

Dear Bob,

As requested, we have prepared a scope of services for completing a Feasibility Study for the proposed storm water quality and quantity improvements at Northwood Lake. The storm water improvements are currently in the Bassett Creek Watershed Management Commission's (BCWMC) Capital Improvement Plan (CIP) for 2016 and 2017, as identified on the attached Figure 1. This project will follow the BCWMC Project Timeline which extends over a 28 month period of time. If the BCWMC decides to move forward with this project, authorization to complete the Feasibility Study may occur at the May 15th Commission meeting.

The Feasibility Study will address and follow the criteria as established by the BCWMC, which was approved on October 17, 2013 (see attached). The following tasks are proposed to complete the Feasibility Study:

Task 1: Complete Preliminary Survey/Site Field Investigation

As part of this task, we will complete a preliminary survey in order to understand existing site conditions and elevations. We will also conduct field investigations on the existing storm water infrastructure. Lake background and project history will be discussed with City staff.

This task also includes completing a geotechnical evaluation of the existing soils at the two water quality pond locations. Approximately 4-6 soil borings will be taken to evaluate the soil for potential infiltration.

Estimated Cost: \$10,000



May 5, 2014
Mr. Bob Paschke
Page 2 of 4

Reference: 2016 Northwood Lake Improvements Project – Feasibility Study Proposal

Task 2: Review Improvement Options

This task includes reviewing improvement options for the two water quality ponds. The appropriate best management practices will be reviewed, and shall include but not limited to infiltration/filtration basins and water quality control structures (i.e., Stormceptor, grit chamber). The best water quality treatment and most feasible improvement options will be identified.

Estimated Cost: \$6,000

Task 3: Prepare Preliminary Plan and Cost – Draft Feasibility Report

We will prepare a preliminary plan, including concept drawings and a preliminary cost estimate for all improvement options identified in Task 2.

Estimated Cost: \$6,000

Task 4: Review Draft Feasibility Report with Stake Holders

As part of this task, we will be holding a meeting with City staff and neighborhood residents. We will review the improvement options with the stake holders, obtain feedback, and identify any concerns.

This task also includes presenting the Draft Feasibility Report to the BCWMC, where we will review options and gather feedback in order to finalize the report.

Estimated Cost: \$2,500

Task 5: Prepare/Finalize Feasibility Report

A final Feasibility Report will be prepared identifying the improvements, the cost for the improvements, and the water quality benefits. The report will discuss the lake background and history, and will discuss the stake holder feedback. The report will contain figure drawings, site photos, and tables to illustrate the existing conditions and potential improvements.

Recommendations on the most feasible improvement options will be provided.

Estimated Cost: \$4,000



May 5, 2014
Mr. Bob Paschke
Page 3 of 4

Reference: 2016 Northwood Lake Improvements Project – Feasibility Study Proposal

Task 6: Review Report with City Staff and BCWMC

The Feasibility Report will be presented to City staff and Council, and reviewed with BCWMC. Upon City and BCWMC approval, we will provide information and recommendations on the best approach to move forward with implementation of the project.

Estimated Cost: \$1,500

Cost for Study/Feasibility Report

Total Feasibility Report Cost Estimate (Tasks 1-6) = \$30,000

This estimate is based upon the scope of services outlined in this proposal, and with the following estimated schedule as shown below:

Feasibility Report Schedule:

- End of May 2014: Begin Field Investigation, Task 1
- Summer of 2014: Conduct City staff and Neighborhood Meetings
- September 2014: Complete Draft Feasibility Study
- November/December 2014: BCWMC Draft Feasibility Report Review
- May/June 2015: Approve Final Feasibility Study

Proposed Design/Construction Schedule

- October 2015 – April 2016: Design Improvements
- May – September 2016: Construct Improvements

If you have any questions or require further information please call me at (651)604-4808.

Sincerely,

STANTEC

Christopher W. Long, P.E.
City Engineer



May 5, 2014
Mr. Bob Paschke
Page 4 of 4

Reference: 2016 Northwood Lake Improvements Project – Feasibility Study Proposal

The undersigned hereby consents to the Contract as noted above and attached to Stantec Consulting Services Inc.

ACCEPTED BY:

Kirk McDonald, City Administrator
City of New Hope

Date

Kathi Hemken, Mayor
City of New Hope

Date

Attachments: Figure 1; CIP Page NL-1 New Hope; BCWMC Feasibility Study Criteria

Cc: Bernie Weber, Shawn Markham, John Blasiak – New Hope; Adam Martinson, Rohini Ray, Jeremy Hauser – Stantec.

Kennedy

&

Graven

CHARTERED

Charles L. LeFevere
470 US Bank Plaza
200 South Sixth Street
Minneapolis MN 55402

(612) 337-9215 telephone
(612) 337-9310 fax
clefevere@kennedy-graven.com
<http://www.kennedy-graven.com>

MEMORANDUM

TO: Bassett Creek Commissioners and Alternates

FROM: Charles LeFevere

RE: Potential Dissolution of Bassett Creek Watershed Management Commission

DATE: May 6, 2014

I. INTRODUCTION

The current Joint Powers Agreement for the Bassett Creek Watershed Management Commission expires on January 1, 2015. A proposed form of amendment to the Agreement has been forwarded to the Cities for consideration. That amendment would extend the Joint Powers Agreement for another ten years. The City of Medicine Lake has indicated that they may not be willing to execute the Joint Powers Agreement Amendment. If they do not, the Agreement will terminate at the end of this year.

Because there is a good deal of work to do in preparation for a possible dissolution of the organization, the Commission may wish to begin preparation for such a dissolution in the near future.

The only guidance in the Joint Powers Agreement for procedures to be followed in the event of dissolution of the organization is found at Article X, which provides:

Upon dissolution of the Commission, all property of the Commission shall be sold and the proceeds thereof, together with monies on hand, shall be distributed to the eligible members of the Commission. Such distribution of Commission assets shall be made in proportion to the total contribution to the Commission as required by the last annual budget.

II. WINDING UP - FINANCIAL MATTERS

Before distributing assets of the Commission to its members, the obligations of the Commission should be satisfied. Therefore, one step in this process will be to identify all outstanding contractual obligations of the Commission, including contracts with member cities, Hennepin County, the Metropolitan Council, the Board of Water and Soil Resources, Wenck & Associates, the University of Minnesota, staff and consultants, etc.

Staff should meet with Hennepin County to determine what will happen to taxes previously levied by Hennepin County for Commission projects. These could include taxes for projects that are certified in 2014 as well as taxes that continue to come in, as they are paid by taxpayers, for levies in prior years.

On October 21, 1999, The Commission adopted a resolution specifying the percentages that should be used for disbursing unspent flood control project funds to the Cities. A copy of that Resolution is attached. These percentages would not be the same as the percentages specified for dissolution of property generally under the current Joint Powers Agreement. Therefore, the Commission should consider reimbursing such flood control funds to the member Cities in accordance with the percentages in the Resolution.

III. FUTURE WATERSHED MANAGEMENT

The area of the Bassett Creek watershed must be covered by a watershed management organization, which can take the form of either a watershed district or a joint powers organization. If the current Joint Powers Agreement is not extended, the County will form a watershed district - unless one or more new watershed management organizations are formed.

The Commission may wish to explore with the Board of Water and Soil Resources (BWSR) whether it would approve creation of one or more watershed management organizations without the City of Medicine Lake. If BWSR requires that the City of Medicine Lake be included in a watershed management organization, either the City of Medicine Lake would have to take on the responsibilities of a watershed management organization itself, or have a watershed district formed to cover only the city. Technically the law requires all of the area within the seven county metropolitan area to be included within the boundaries of a "watershed management organization" (either a watershed district or a joint powers organization). However, perhaps BWSR would consider the continuation of an organization without the City of Medicine Lake given the small area included within that city (less than ½ of 1% of the area of the watershed) and the high level of success of the Bassett Creek Watershed Management Commission over the years. If BWSR would not approve formation of a joint powers organization that left out the City of Medicine Lake under current law, the Cities could request special legislation authorizing formation of a watershed management organization without the City of Medicine Lake.

If it appears that creation of a watershed district to cover the Bassett Creek Watershed is the only likely possibility, the Cities other than the City of Medicine Lake may wish to consider entering into a joint powers organization for surface water management activities outside of the procedures of the Metropolitan Surface Water Management Act. Such an organization would

not have the powers or the responsibilities of a watershed management organization under Minnesota Statutes Chapter 103B. However, it could undertake a number of activities such as:

- Continue project reviews on an advisory basis, at least until a watershed district is formed and operating.
- Continue monitoring and testing activities of waters in the watershed.
- Maintain the XP SWMM and P8 models for surface water management.
- Provide the Cities with professional assistance.
- Serve as a platform or organization for addressing sub-watershed issues among the Cities.
- Assist in applying for and securing grants to the Cities.
- Undertake public education activities to satisfy MS4 requirements of the Cities.
- Undertake joint projects to meet TMDL obligations of the Cities other than the City of Medicine Lake.

If the Watershed District is willing, such an organization could serve as a formal or informal technical advisory committee for the Watershed District. In any case, the organization could serve as a liaison from the Cities, monitor the activities of the Watershed District on behalf of the Cities, serve as a more effective lobbying force on Watershed District matters, and the like.

If the Cities wish to continue to have some joint responsibility for the flood control project, that could be undertaken by a new joint powers organization, to which the member cities might transfer flood control project funds received in the dissolution of the BCWMC.

IV. NEXT STEPS

Preparing for and dissolving the Commission and addressing continuation of some part of the Commission's activities and functions will be a substantial task and will involve considerable commitment of staff resources and tax dollars. This expenditure may prove to be unnecessary if, in fact, the City of Medicine Lake elects to execute the Amendment extending the Joint Powers Agreement. The Commission may wish to send a formal request to the City of Medicine Lake asking the City to indicate whether it will or will not execute the Joint Powers Agreement Amendment by a specified date (perhaps by the next Commission meeting), after which the Commission will begin the work of preparing for its dissolution.

The Commission may wish to consider forming a new committee and charging it, or some existing committee, with identifying all issues relating to dissolution and making recommendations to the Commission.

Commission staff could be directed to identify all outstanding contracts and obligations of the Commission and all anticipated incoming revenues. Staff should also be directed to identify all ongoing activities of the Commission such as monitoring and testing of surface waters, the continuation of which may be in the public interest until a new watershed management organization is formed.

The Board may wish to direct staff to meet with the Pollution Control Agency to consider how it will proceed with existing categorical TMDLs and possibly whether it would be willing to specify individual TMDL obligations to the City of Medicine Lake in case the other Cities decide that they wish to respond to those obligations collectively.

Staff could be directed to begin discussions with Hennepin County about how it will handle future incoming tax revenues.

Staff could be directed to identify all Commission activities or categories of activities to determine whether they should simply be terminated, should be continued as a Commission obligation, or should be addressed in some other way.

V. PARTIAL LIST OF MATTERS TO BE CONSIDERED IN DISSOLUTION

The following is a very preliminary list of matters that should be considered in dissolution. The current year funding for a number of these activities will be completed by year-end, but the member cities may wish to consider finding ways to support them in some other way.

- CAMP funding
- WMWA funding
- Maintain P8 and XP SWMM models
- Advisory project reviews
- River Watch funding
- Categorical TMDLs
- Capital Improvement Projects ordered by the Commission but not completed (e.g. Shaper Pond, Twin Lake, Briarwood/Dawnview)
- Capital Improvement Projects commenced but not yet ordered (e.g. 2015 Main Stem Restoration project, 10th Avenue to Duluth Street)
- Capital Improvement Projects for which payments to cities are not yet complete (e.g. Plymouth Creek, North Branch)
- Joint efforts in public education
- Grants in process (e.g. 2012 Main Stem Project)
- Flood Control Project inspections
- Watershed Map Contract
- NEMO funding
- Termination of insurance coverage
- Disposition of County tax levy monies received but not yet expended and monies to be received
- Met Council WOMP station contract



Item 5E.
BCWMC 5-15-14

Memorandum

To: Bassett Creek Watershed Management Commission
From: Technical Advisory Committee
Subject: May 1, 2014 Technical Advisory Committee Meeting
Date: May 7, 2014

The Technical Advisory Committee (TAC) met on May 1, 2014. The following TAC members, city representatives, BCWMC commissioners, and BCWMC staff attended the meeting:

City	TAC Members/Alternates	Other City Representatives
Crystal	Absent	
Golden Valley	Jeff Oliver, Joe Fox	
Medicine Lake	Absent	Commissioner Clint Carlson
Minneapolis	Lois Eberhart	
Minnetonka	Absent	
New Hope	Chris Long	Alt. Commissioner Pat Crough
Plymouth	Derek Asche	
Robbinsdale	Richard McCoy	
St. Louis Park	Erick Francis	
BCWMC Staff & Others	Karen Chandler (Barr Engineering), Jim Herbert (Barr Engineering), Laura Jester (Administrator), Charlie LeFevre (Legal Counsel), Rachael Crabb (Minneapolis Park and Recreation Board (MPRB)), Rich Brasch (Three Rivers Park District), Randy Anhorn (Hennepin County)	

Fox opened the meeting at 1:30 p.m. Introductions were made around the table. There were no communications by members to report.

The Technical Advisory Committee (TAC) forwards the following recommendations and information to the Commission for its consideration. This memorandum presents the TAC's recommendations and information relating to 1) 2015 water quality monitoring program; and 2) roles, responsibilities, and funding mechanisms for long term maintenance and replacement of the Flood Control Project and other Commission-funded surface water management facilities.

1. Discussion of 2015 Water Quality Monitoring Program

Administrator Jester reported that the Commission's Budget Committee requested that the TAC review and make recommendations regarding the proposed water quality monitoring program for 2015. Engineer Chandler reported that the proposed monitoring budget is higher in 2015 because both lake monitoring (on Crane and Westwood Lakes) and biotic index monitoring (performed once every 3 years) are proposed for 2015. She also noted the proposed budget for the biotic index monitoring is higher due to tasks added in response to Commission questions after the 2012 biotic index monitoring. There was a brief discussion on the

possible need to add a precipitation monitoring network but it was decided to first determine where gaps in precipitation monitoring may be.

Administrator Jester reported that Liz Stout (city of Minnetonka TAC member) couldn't be at the meeting but she had sent an email with the following message indicating that Crane Lake is scheduled to be monitored by the city in 2016 for the same water quality parameters the Commission would collect. However, the city does not collect data on phytoplankton, zooplankton, and macrophytes. She indicated that Crane Lake does not have public access and has only a few private residences adjacent to the lake, none of which has access to the lake due to the wetland fringe. Therefore, she indicated she wasn't sure if monitoring for zooplankton, phytoplankton and macrophytes is important for a water body like Crane Lake.

Engineer Chandler additionally reminded the group that Crane Lake is slated to be a "priority 2" lake in the new Watershed Plan and that full, minimal, or no monitoring may be proposed for priority 2 lakes in the future. There was some discussion on the benefits of monitoring phytoplankton and zooplankton, the current and future monitoring budgets, the cooperation with TRPD on Medicine Lake monitoring, and the need for an updated aquatic plant survey and management plan for Medicine Lake. The group discussed various scenarios and data needs for Crane Lake and decided that the Commission could cooperate with the city in 2016 to collect phytoplankton, zooplankton, and macrophyte data, if desired. The group agreed to recommend eliminating Crane Lake from the proposed 2015 water quality monitoring program.

The group briefly discussed the enhanced biotic index monitoring which is slated to cost \$7,000 more than the previous biotic index monitoring program and decided in the event of the creek being listed as impaired for biota, it would be good to improve the biotic index monitoring now and likely to keep that level of monitoring in the future. The group also briefly discussed the annual water quality monitoring report; Engineer Chandler noted it was a detailed report and that it's difficult to strike a good balance between too much and not enough detail to satisfy everyone. The group agreed that if the report was shortened to a technical memo format, the Commission Engineer would likely be asked for more detail anyway. They agreed the current format was appropriate.

Recommendations

- The TAC recommends eliminating Crane Lake from the 2015 water quality monitoring program and to revisit data needs from Crane Lake in 2016 in cooperation with the city of Minnetonka's water quality monitoring program.
- The TAC recommends including the proposed "enhanced" biotic index monitoring and data analysis in 2015.
- The TAC recommends that the Commission Engineer continue the full reporting of results and trend analyses of the annual water quality monitoring program as is current practice.

2. Roles, Responsibilities, and Funding Mechanisms for Long term Maintenance and Replacement of Flood Control Project and other Commission-funded Surface Water Management Facilities

Engineer Chandler noted the Commission directed a review and study of the Flood Control Project agreements and long term maintenance and replacement costs in the hopes of defining appropriate roles, responsibilities and funding mechanisms in time for inclusion in the next generation Watershed Management Plan. A memo from the Commission Engineer relays the results of the study. Counsel LeFevere noted that the Commission may also want to consider long term maintenance costs of other Commission or city-sponsored water

management structures because the current practice for maintenance has been decided on a case by case basis rather than relying on a Commission policy. A separate memo by Counsel LeFevere lays out the issues, current practice and considerations for policies. Counsel LeFevere also noted that the 2004 Watershed Management Plan stated the Commission's intentions regarding maintenance of the Flood Control Project components, however, the Plan is not a binding document. Rather, the executed agreements between the city of Minneapolis and the other cities where Flood Control Project structures are in place are binding documents, leaving ultimate responsibility for maintenance and replacement with the cities.

The group discussed the situation at length including the difficulty in raising funds for future needs that are decades away (i.e., major rehabilitation and replacement), especially if the Commission wished to use an ad valorem levy through Hennepin County. Counsel LeFevere inquired as to what the county would be willing to bond/levy for? Mr. Anhorn said he would look into it. Ms. Eberhart commented that it is not clear what options the BCWMC has to fund major rehabilitation or replacement of the Flood Control Project, because the bulk of the major rehabilitation or replacement costs will not occur for many years into the future. This was contrasted with City capital improvement plans that typically have more steady expenditure outlays, because of numerous capital projects that fill recurring 5-year capital plans. Mr. Oliver noted the Commission should look at its original mission of flood control and noted that all communities send their water through Golden Valley and Minneapolis so all cities should help pay for the costs of maintaining and ultimately replacing the structures. There was also recognition that the tunnels have a longer life expectancy than the 50-year life used for the study, and that new technologies may additionally extend the life of these structures.

Mr. Oliver noted the city of Golden Valley still has flooding issues and no fiscally feasible way to lower the floodplain. He said the city is still looking for ways to purchase or protect vulnerable homes. He thought the Commission had a responsibility through the Flood Control Project to help with these situations. It was also noted that the city of Medicine Lake also has flood-prone properties.

Turning back to the question of long-term maintenance, Ms. Eberhart noted again that the agreements currently in place designate that responsibility lies with the city in which the structures are located. Mr. Oliver reiterated that the Flood Control Project maintenance is in the best interest of all the member cities so all the cities should help pay for the costs of maintaining and ultimately replacing the structures. Oliver suggested that all nine member cities contribute to Commission-held accounts for 1) major rehabilitation and 2) replacement of the flood control project features. The member cities would contribute funds annually, similar to the way they contribute to the Commission's annual budget.

There was discussion about the current practice of routine maintenance of the Flood Control Project structures including the current practice that cities perform routine maintenance but do not seek Commission reimbursement. Mr. Oliver noted that if major dredging of a regional pond was needed it would have far-reaching benefits and should be a Commission responsibility. There was discussion about catastrophic failure of a structure; Counsel LeFevere noted County bonding authority should be available in those situations. He noted the Commission should understand where the County would draw the line between maintenance, major rehabilitation, and ultimate replacement. There was discussion about the possible need for asset management but the point was made that the Commission doesn't own the structures so they are not considered an asset.

The TAC discussed having 1) the Commission continue to be responsible for the annual, five-year (and 20-year for tunnel) inspection of the Flood Control Project features and the follow-up reporting; 2) the cities be responsible for debris removal, brushing, tree removal, and general maintenance and repairs (except for major maintenance and repairs) and 3) the Commission fund (or cost-share) significant rehabilitation or major maintenance/repairs. The TAC agreed to recommend items 1) and 2) to the Commission, but is not ready to make a recommendation regarding responsibility for funding the significant rehabilitation and replacement work. The suggestion was made that the next generation watershed management plan should lay out a process

for determining the BCWMC's policy regarding local roles and responsibilities vs. Commission responsibilities over the next several years.

The TAC recognized that it may not be possible to develop all of the policies in time for inclusion in the next generation plan, but that more work could be done after completion of the plan and agreements developed later.

The TAC also discussed Commission funding of maintenance of water quality CIP and flood control CIP projects. Because these are maintenance projects, the Commission cannot levy (through Hennepin County) for the work, so the Commission would have to fund such work through its annual assessments. The TAC discussed that it would be more likely that the Commission would support increased assessments for flood control project maintenance than for water quality project maintenance. Jester asked if it wasn't appropriate for the maintenance of water quality CIP projects to remain the responsibility of the cities as they are the owners of the projects. There was no consensus on this. It was apparent the Commission budget would likely not be able to fund both CIP maintenance AND major rehabilitation of the Flood Control Project. They decided it should be a topic of discussion at a future TAC and/or Commission meeting along with continued discussion on the Flood Control Project responsibilities and funding mechanisms and that the group should prioritize what items should be the responsibility of the Commission.

Recommendations

- The TAC recommends that the Commission continue to be responsible for the annual, five-year (and 20-year for tunnel) inspection of the Flood Control Project features and the follow-up reporting.
- The TAC recommends the cities be responsible for debris removal, brushing, tree removal, and general maintenance and repairs (except for major maintenance and repairs) of the Flood Control Project features.
- The TAC recommends that policies in the next generation watershed management plan reflect the above along with other current practices.
- The TAC recommends the next generation watershed management plan include a policy stating the Commission will determine the responsibilities and funding mechanisms for major rehabilitation and replacement during the first 5 years of the plan.
- The TAC recommends further discussion and prioritization by the TAC and/or the Commission on maintenance of CIP projects and major rehabilitation of the Flood Control Project features.

The TAC meeting adjourned at 3:35 p.m.

Future TAC Meeting agenda items:

1. Developing guidelines for annualized costs per pound pollutant removal for future CIP projects
2. Stream identification signs at road crossings
3. Blue Star Award for cities
4. Look into implementing "phosphorus-budgeting" in the watershed – allow "x" pounds of TP/acre.
5. Discuss issues/topics arising from Next Generation Plan process.

Item 5F.
BCWMC 5-15-14

	A	E	F	G	H		K	L
1	2015 Proposed Operating Budget							
2	Bassett Creek Watershed Management Commission							
3	Item	2011 Actual	2012 Budget	2012 Actual	2013 Budget	2013 Actual	2014 Budget	2015 Proposed Budget
4	ENGINEERING & MONITORING							
5	Technical Services	127,840	120,000	97,715	120,000	133,347	120,000	120,000
6	Development/Project Reviews (funded by fees)	50,971	60,000	49,972	60,000	62,902	65,000	65,000 (A)
7	Non-fee and Preliminary Reviews							15,000 (B)
8	Commission and TAC Meetings	9,919	14,250	8,284	14,250	17,390	16,000	14,500 (C)
9	Surveys and Studies	21,411	10,000	7,024	10,000	11,380	20,000	20,000 (D)
10	Water Quality / Monitoring	29,957	20,000	19,686	40,000	39,913	45,000	63,000 (E)
11	Water Quantity	8,532	11,000	9,671	11,000	10,250	11,000	11,500
12	Inspections							
13	Watershed Inspections	4,827	7,000	7,569	7,000	4,790	1,000	1,000 (F)
14	Annual Flood Control Project Inspections	2,291	9,000	9,317	15,000	3,024	20,000	10,000 (G)
15	Municipal Plan Review	0	2,000	0	2,000	0	2,000	2,000 (H)
16	Watershed Outlet Monitoring Program (WOMP)	9,106	10,000	5,710	17,000	12,757	17,000	17,000 (I)
17	Subtotal Engineering & Monitoring	\$264,854	\$263,250	\$214,948	\$296,250	\$295,754	\$317,000	\$339,000
18	PLANNING							
19	Watershed-wide XP-SWMM Model		70,000	69,509	0	488	0	-
20	Watershed-wide P8 Water Quality Model		135,000	125,031	0	9,967	0	-
21	Next Generation Plan Development		40,000	23,959	40,000	43,394	40,000	30,000
22	Subtotal Planning	\$0	\$245,000	\$218,499	\$40,000	\$53,849	\$40,000	\$30,000
23	ADMINISTRATION							
24	Administrator	24,099	50,000	4,662	50,000	48,310	60,000	62,000 (J)
25	Legal	16,953	18,500	16,197	18,500	17,570	18,500	18,500
26	Financial Management	3,100	3,045	3,000	3,045	3,119	3,045	3,200 (K)
27	Audit, Insurance & Bond	12,771	15,225	12,927	15,225	13,000	15,500	15,500
28	Digitize Historic Paper Files							2,500 (L)
29	Meeting Catering Expenses	3,940	2,750	2,735	2,750	1,821	3,000	2,500
30	Admin Services (Rec Sec+Printing+Postage)	39,303	40,000	32,784	40,000	31,157	35,800	32,000
31	Subtotal Administration	\$100,166	\$129,520	\$72,305	\$129,520	\$114,977	\$135,845	\$136,200
32	OUTREACH & EDUCATION							
33	Publications / Annual Report	2,410	2,000	2,449	2,000	1,948	2,000	4,000 (M)
34	Website	214	2,500	120	2,500	201	2,000	12,000 (N)
35	Demonstration/Education Grants	0	0	0	0	0	0	-
36	Watershed Education Partnerships	19,055	13,000	11,030	15,000	11,200	15,500	15,500 (O)
37	Education and Public Outreach	0	5,775	3,316	14,775	12,788	15,000	17,000
38	Public Communications	1,443	3,000	1,609	3,000	1,867	3,000	3,000
39	Subtotal Outreach & Education	\$23,122	\$26,275	\$18,524	\$37,275	\$28,004	\$37,500	\$51,500
40	MAINTENANCE FUNDS							
41	Erosion/Sediment (Channel Maintenance)	25,000	25,000	25,000	25,000	25,000	25,000	25,000 (P)
42	Long-Term Maint. (Flood Control Project)	25,000	25,000	25,000	25,000	25,000	25,000	25,000 (Q)
43	Subtotal Maintenance Funds	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
44	TMDL WORK							
45	TMDL Studies	-					0	-
46	TMDL Implementation Reporting	-	10,000	10,000	10,000	-	20,000	20,000 (R)
47	Subtotal TMDL Studies	\$0	\$10,000	\$10,000	\$10,000	\$0	\$20,000	\$20,000
48	GRAND TOTAL	\$438,142	\$724,045	\$584,276	\$563,045	\$542,584	\$600,345	\$626,700

	A	E	F	G	H	I	J	K
50	NOTES							
51	(A) Partially funded by permit fees							
52	(B) New line item to cover reviews for which either we do not receive an application fee or it's too early in the process for us to have received an application fee.							
53	(C) Includes attendance at BCWMC meetings, TAC meetings and Next Generation Plan Steering Committee meetings. 2010- 2013 estimates based on 18 meetings. 2014 estimate based on 30 meetings. 2015 estimate based on 24 meetings							
54	(D) For Commission-directed surveys and studies. Past work has included watershed tours, Medicine Lake outlet work, etc.							
55	(E) Budget for detailed monitoring (every 4 years) of Crane Lake and Westwood Lake, Bassett Creek biotic index evaluation (every 3 years), general water quality requests, and city water quality requests							
56	(F) Review of city inspection activities (reports of inspections are available from each city), and inspection of projects such as County highway and MnDOT projects.							
57	(G) Typical annual inspection							
58	(H) Assumed budget to address municipal and adjacent WMO plan amendments.							
59	(I) Reimbursed \$5,000 from Met Council. \$17,000 includes \$11,000 for Wenck or similar contractor + \$6,000 for Barr's data management and analyses							
60	(J) Based on hourly rate increase from \$65/hr to \$67/hr (approx 3%); equates to up to 76 hours/month; no charge for mileage or travel time to meetings							
61	(K) Based on suggested increase of 2.5% by S. Virnig							
62	(L) An estimate for consideration to better preserve and track historic Commission documents							
63	(M) Includes approximately 3 hours per month of Recording Secretary's time to increase publications, articles, and press releases for the Commission							
64	(N) Includes a complete website redesign							
65	(O) Includes CAMP (\$5,000), River Watch (\$2,000), Metro WaterShed Partners (\$3,500), Blue Thumb (\$2,000), Metro Blooms (\$3,000)							
66	(P) Will be transferred to Channel Maintenance Fund							
67	(Q) Will be transferred to Long-Term Maintenance Fund							
68	(R) Task includes reporting on TMDL implementation and updating P8 model to include new BMPs.							

2014 Financial Information

Audited Fund Balance as of January 31, 2014		\$	386,616
Expected income from assessments in 2014	+	\$	490,345
Expected interest income in 2014	+	\$	-
Expected income from project review fees	+	\$	60,000
Expected income from CIP Administrative Funds	+	\$	22,375
Expected transfer from Long-term Maint Fund for Flood	+	\$	20,000
Expected income from WOMP reimbursement	+	\$	5,000
Estimated funds available for fiscal year 2014		\$	984,336
Estimated expenditures for fiscal year 2014	-	\$	600,345
Estimated fund balance as of January 31, 2015		\$	383,991

2015 Budget Details**Expected Income**

Proposed assessments to cities	+	\$	490,345
Proposed use of fund balance	+	\$	36,355
CIP Administrative Funds (2.5% of requested levy)	+	\$	25,000
Expected project review fees	+	\$	60,000
Transfer from Long-term Maint Fund for Flood Control Proj Ins	+	\$	10,000
WOMP reimbursement	+	\$	5,000
Interest income in 2015	+	\$	-
		\$	626,700

Expected Expenses

Total operating budget		\$	626,700
------------------------	--	----	---------

Fund Balance Details

Beginning Fund Balance (Jan 31, 2015)		\$	383,991
Use of Fund Balance (see income above)	-	\$	36,355
Remaining Fund Balance (Jan 31, 2016)		\$	347,636

**Bassett Creek Watershed Management Commission
2015 Proposed Assessments**

Community	For Taxes Payable in 2014 Net Tax Capacity	2014 Percent of Valuation	Current Area Watershed in Acres	Percent of Area	Average Percent	2012 Assessment	2013 Assessment	2014 Assessment	2015 Assessment
54 Crystal	\$6,480,669	5.46	1,264	5.09	5.28	\$461,045	\$515,016	\$490,345	\$490,345
28 Golden Valley	\$27,425,623	23.12	6,615	26.63	24.87	\$24,941	\$27,424	\$25,504	\$25,868
79 Medicine Lake	\$764,196	0.64	199	0.80	0.72	\$115,080	\$129,126	\$123,033	\$121,964
1 Minneapolis	\$8,011,164	6.75	1,690	6.80	6.78	\$3,484	\$3,909	\$3,479	\$3,543
34 Minnetonka	\$8,315,857	7.01	1,108	4.46	5.74	\$32,661	\$35,236	\$32,953	\$33,235
86 New Hope	\$6,447,554	5.44	1,252	5.04	5.24	\$24,920	\$28,464	\$27,402	\$28,121
40 Plymouth	\$53,467,320	45.07	11,618	46.77	45.92	\$25,533	\$27,648	\$26,479	\$25,681
44 Robbinsdale	\$2,023,833	1.71	345	1.39	1.55	\$209,101	\$235,310	\$224,959	\$225,159
46 St. Louis Park	\$5,691,613	4.80	752	3.03	3.91	\$8,022	\$8,479	\$7,743	\$7,587
TOTAL	\$118,627,829	100.00	24,843	100.00	100.00	\$461,045	\$515,045	\$490,345	\$490,345



Bassett Creek Watershed Management Commission

2015 Operating Budget Detail

May 2014

The Joint and Cooperative Agreement establishing the Bassett Creek Watershed Management Commission (BCWMC) sets for the procedure required to adopt the annual budget. Article VIII, Subd 3 provides that each member agrees to contribute each year to a general fund to be used for administrative purposes and certain operating expenses. Half of the annual contribution of each member is based on assessed valuation of property within the watershed and the other half on the ratio of area of each member within the watershed to the total area of the watershed. Subd 5 of Article VIII further states "on or before July 1 of each year, the Board shall adopt a detailed budget for the ensuing year and decide upon the total amount necessary for the general fund." Budget approval requires a two-thirds majority (six Commissioners). Further, the Secretary "shall certify the budget on or before July 1 to the clerk of each member governmental unit, together with a statement of the proportion of the budget to be provided by each member." Each of the nine members then has until August 1 to file an objection to the budget.

The 2015 budget was prepared by the BCWMC Budget Committee with recommendations and input from the Commission Engineer, Administrator, Recording Secretary, legal counsel, and Deputy Treasurer as well as the Technical Advisory Committee (TAC), the Next Generation Plan Steering Committee, and the whole Commission at their May 15, 2014 meeting.

The BCWMC's most recent Watershed Management Plan (Plan) was approved by the Minnesota Board of Water and Soil Resources on August 25, 2004, and adopted by the BCWMC on September 16, 2004. That plan includes a capital projects budget, which is funded by ad valorem taxes collected by Hennepin County on behalf of the BCWMC. The Plan has been amended to include channel restoration and other improvement projects. Commission activities have focused on implementation of the Watershed Management Plan.

The proposed 2015 operating budget was approved by [# of Commissioners] at the BCWMC meeting on June 19, 2013. Details on specific line items are included here:

ENGINEERING and MONITORING \$339,000

Most of the engineering and monitoring activities are performed by Barr Engineering, the Commission Engineer.

Technical Services, Line 5: \$120,000 is budgeted for the day-to-day technical operations of the Commission such as preparing meeting materials for Commission and TAC meetings, communications with Commissioners, Administrator, member communities, developers, agencies, and other entities. Responding to questions and completing requests for data, information, and maps from various entities. The budget (\$120,000) is the same as 2014.

Development/Project Reviews, Line 6: \$65,000 is budgeted to perform technical reviews of developments within the watershed. The cost of reviews is largely offset by review fees (see revenue table). In 2013, the Commission increased review fees to recoup a larger proportion of the costs of reviews and/or restructuring the fee schedule entirely.

Non-fee and Preliminary Reviews, Line 7: \$15,000. This is a new budget item aimed at covering the costs of reviews for which either the Commission does not receive an application fee or it's too early in the process to have received an application fee. The amount is based on a review of 2013 reviews. This line item will allow the Commission to better track how well the fees they receive for reviews match up with the actual costs of those reviews. It is believed that the number and complexity of development reviews will continue rise, based on figures from 2013 and early 2014.

Commission and TAC Meetings, Line 8: \$14,500 is budgeted to cover the cost of the Commission Engineer to attend monthly Commission meetings, TAC meetings, and Next Generation Plan Steering Committee meetings. Amount is based on 24 meetings including 12 Commission meetings, 6 TAC meetings, and 6 Next Generation Plan Steering Committee meetings.

Survey and Studies, Line 9: \$20,000 is budgeted for Commission-directed special studies, surveys and model use, as needed. This budget can also be used to cover unanticipated issues, the watershed tour, questions and other items that arise during the year.

Water Quality & Monitoring, Line 10: \$63,000 is budgeted including \$21,000 for detailed monitoring (every 4 years) of Westwood Lake. The program includes monitoring one location each at Crane Lake and Westwood Lake on six occasions for selected parameters (total phosphorus, soluble reactive phosphorus, total nitrogen, pH and chlorophyll *a*), sample analysis, phytoplankton and zooplankton collection and analysis, an aquatic plant survey (two occasions), and preparation of a final report; \$32,000 for the biotic index monitoring, which includes additional tasks in response to Commissioners' March 21, 2013 questions/comments; and \$10,000 for general water quality tasks and city water quality requests (e.g., questions about TMDLs, impaired waters listings, and responding to proposed listings).

Water Quantity, Line 11: \$11,500 is budgeted for work associated with the Commission's lake and stream level gauging program. Readings from this program have been valuable to member communities for planning future development and as documentation of the response of surface waters to precipitation events or droughts. The program also includes periodic surveys of benchmarks to ensure consistency with past readings.

- The 2015 lake gauging program will consist of measuring water levels on Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane Lake (Ridgedale Pond), and Northwood Lake. The Bassett Creek Park Pond and Wirth Park storage areas will also be included for monitoring. Two readings per month will be taken during the period April 1, 2015 through September 30, 2015. One reading per month will be taken during the period October 1, 2015 through March 31, 2016.
- The 2015 stream gauging program will consist of periodically reading stages, or gauging the stream, at the new tunnel entrance, at the Theodore Wirth Park/T.H. 55 outlet structure, at Highway 100 (main stem), at Wisconsin Avenue, at Sweeney Lake, at Medicine Lake outlet, at Winnetka Avenue (north branch), at 26th Avenue (Plymouth Creek fish barrier), and at other selected locations during periods of high flow.

Watershed Inspections, Line 13, \$1,000: The TAC and Budget Committee recommend ending the Commission's Watershed Inspection program in mid-2013 due to duplication with activities required by the member cities. Through this program, the Commission inspected (monthly) those developments that were reviewed through the Commission's project review program for appropriate sediment and erosion control measures. Inspection reports were sent to the cities. When the program began, cities were not required to inspect developments for erosion and sediment control measures. Now, the cities are required by the MPCA to make these inspections on a weekly basis. Some budget remains here to provide, as requested by the Commission, some oversight of city inspection activities (reports of inspections are available from each city), and for inspecting projects such as County highway and MnDOT projects.

Annual Flood Control Project Inspections, Line 14: \$10,000 is budgeted to perform regular inspections of flood control project features completed by the Commission between 1974 and 1996. The objective of the inspection program is to find and address erosion, settlement, sedimentation, and structural issues as well as looking for maintenance needs. In accordance with the Bassett Creek Flood Control Project Operation and Maintenance Manual (except as noted), the following project features require annual inspection:

Minneapolis:

- Conduit (Double Box Culvert) – inspect double box culvert every five years (2004, 2009, 2014, 2019 ...)
- Deep Tunnel – dewater and inspect tunnel every 20 years. This inspection was performed during 2008; the next inspection will be 2028
- Old Tunnel (not included in BCWMC inspection program)
- Open Channel

Golden Valley

- Highway 55 Control Structure & Ponding Area
- Golden Valley Country Club Embankment (Box Culvert, Overflow Weir, and downstream channel)
- Noble Avenue Crossing
- Regent Avenue Crossing
- Westbrook Road Crossing

- Wisconsin Avenue Crossing
- Minnaqua Drive Bridge Removal

Crystal

- Box Culvert and Channel Improvements (Markwood Area)
- Edgewood Embankment with Ponding
- Highway 100/Bassett Creek Park Pond
- 32nd Avenue Crossing
- Brunswick Avenue Crossing
- 34th Avenue Crossing
- Douglas Drive Crossing
- Georgia Avenue Crossing
- 36th-Hampshire Avenue Crossing
- Channel Improvements

Plymouth

- Medicine Lake Outlet Structure
- Plymouth Fish Barrier

Activities under this budget line item should be offset by a transfer from the long-term maintenance fund for flood control projects (see revenue table).

Municipal Plan Review, Line 15: \$2,000 is budgeted to review amendments to member cities' local water management plans and adjacent WMOs, for conformance with the BCWMC Watershed Management Plan.

Watershed Outlet Monitoring Program, Line 16: \$17,000 is budgeted to continue collecting water quality and quantity data at the WOMP station in cooperation with the Metropolitan Council. The Commission assumed water monitoring responsibility at this site in 2013. In 2013 and 2014, the Commission contracted with Wenck Associates to perform the monitoring (\$11,000). Barr continues to perform data management tasks including assistance with maintaining the rating curve for this site (\$6,000). The same is budgeted in 2015, assuming a similar contract for monitoring. Some of these costs are offset by an annual \$5,000 reimbursement from the Met Council (see revenue table).

PLANNING \$30,000, Lines 19-21:

In 2015, the Commission will complete its Next Generation Watershed Management Plan. Detailed discussions and multiple revisions to the draft policies section and the development of new water quality standards and triggers for developments and projects have resulted in the process being over budget for some tasks. The total estimated cost to complete the Plan is now approximately \$131,000 which has been spread over three years 2013 – 2015. There is a separate document (available upon request) detailing the tasks, budget, and timeline associated with Plan development. This line item does not include the Administrator's time spent on assisting with development of the Watershed Plan, nor the Commission Engineer's time spent at meetings that deal with the Plan.

There are currently no activities associated with watershed models planned for 2015.

ADMINISTRATION \$136,200

These items relate to the day-to-day non-technical operations of the Commission.

Administrator, Line 24: \$62,000 is budgeted and assumes 77 hours per month at \$67/hr of watershed administration activities to be performed through a contract with a consultant (such as Keystone Waters, LLC in 2014). This is a 3% increase from 2013 and 2014.

Legal, Line 25: \$18,500 is budgeted to cover routine legal services including attending Commission meetings, reviewing agendas, and developing or reviewing contracts.

Financial Management, Line 26: \$3,200 is budgeted to cover services provided by the Commission's Deputy Treasurer at the City of Golden Valley including preparing monthly financial reports and checks to vendors, coordinating with the auditor, and tracking and reporting expenses/revenues of various funds and capital projects.

Audit, Insurance and Bond, Line 27: \$15,500 is budgeted for the annual audit as required by State law, as well as liability insurance and bonding.

Convert Historic Paper Files to Electronic, Line 28: \$2,500. This is a new line item to cover the cost of converting the BCWMC historic paper files to electronic format to better preserve and track these documents.

Meeting Catering Expenses, Line 29: \$2,500 is budgeted to provide lunch or refreshments at Commission meetings. Catering expenses have gone down since Commission meetings were moved to mornings.

Admin Services, Line 30: \$32,000 is budgeted for the recording secretary, and printing, and postage. This line item is lower than previous years due to the Administrator taking on some of the tasks previously performed by the recording secretary.

OUTREACH and EDUCATION \$51,500

These items relate to outreach and education activities as outlined in the Commission's Education and Outreach Plan.

Publications/Annual Report, Line 33: \$4,000 is budgeted to develop and distribute the Commission's Annual Report, as required by State Rule (\$2,000) and an additional \$2,000 is included in 2015 for the recording secretary (or others) to write press releases, develop newsletters or newsletter articles and other publications to increase the awareness of the BCWMC and its activities and/or to educate the public.

Website, Line 34: \$12,000 is budgeted to maintain and update the Commission website (\$2,000). An additional \$10,000 is budgeted for a complete overhaul and redesign of the BCWMC website in 2015.

Demonstration/Education Grants, Line 35: \$0. This activity is currently suspended. A grant program may be a recommendation in the updated Watershed Management Plan.

Watershed Education Partnerships, Line 36: \$15,500 is budgeted to support the programs of partnering organizations including Metropolitan Council's Citizen Assisted Monitoring Program to support volunteer monitoring on watershed lakes (\$5,000, through annual contract), Hennepin County's River Watch Program to support high school students monitoring streams and creeks in the watershed (\$2,000, through two-year contract), Metro WaterShed Partners to support the MN Clean Water Campaign and other programming (\$3,500 contribution), Blue Thumb Program sponsorship (\$2,000 contribution), Metro Blooms to support raingarden workshops in the watershed (\$3,000 through Shingle Creek WMO as coordinator).

Education and Public Outreach, Line 37: \$17,000 is budgeted for administration and educational programs through the West Metro Water Alliance (WMWA) as well as funding for event space, display materials and maintenance, WQ survey & quiz, seed packets, and educational materials and other activities or supplies.

Public Communications, Line 38: \$3,000 is budgeted for public notices for Commission and committee meetings.

MAINTENANCE FUNDS \$50,000

Each year, funding is set aside in long-term funds to help offset the costs of larger, future projects.

Erosion/Sediment (Channel Maintenance), Line 41: \$25,000 for creek and stream bank erosion repair and sediment removal projects that are not funded as a channel restoration project through the BCWMC's Capital Improvement Program. The BCWMC Watershed Management Plan (Section 7.2.2) calls for the BCWMC to use the Creek and Streambank Trunk System Maintenance, Repair and Sediment Removal Fund to finance:

- Maintenance and repairs needed to restore a creek or streambank area to the designed flow rate.
- Work needed to restore a creek or streambank area that has either resulted in damage to a structure, or where structural damage is imminent, based on an assessment of benefits.
- Portion of a project that provides BCWMC benefits, including reduced potential for flooding, mitigation of water quality impairment, or minimizing the potential for water quality impairment.

- BCWMC's share of maintenance projects to be applied for by the cities that have a regional benefit, or to partially fund smaller, localized projects that cities wish to undertake.

Long-Term Maintenance (Flood Control Project), Line 42: \$25,000 to repair and maintain structures associated with the BCWMC Flood Control Project. The BCWMC Watershed Management Plan calls for annual assessments of \$25,000 to the fund, and for the fund balance to be maintained at (but not exceed) \$1 million. \$20,000 of this fund will be used to pay for flood control project inspections found in line 13.

TMDL WORK \$20,000

TMDL work includes collecting, summarizing and reporting data related to the implementation of TMDLs in the watershed. This work would also include and coincide with updates to the P8 model. Reports would be provided to member cities for submission to the MPCA. Approximately \$15,000 is budgeted for P8 updates and \$5,000 for reporting.

Bassett Creek Watershed Management Commission (BCWMC)

Item 5G.
BCWMC 5-15-14
Full report online (no
appendices)



Executive Summary: 2013 Annual Report

BCWMC's 2013 Activities & Achievements

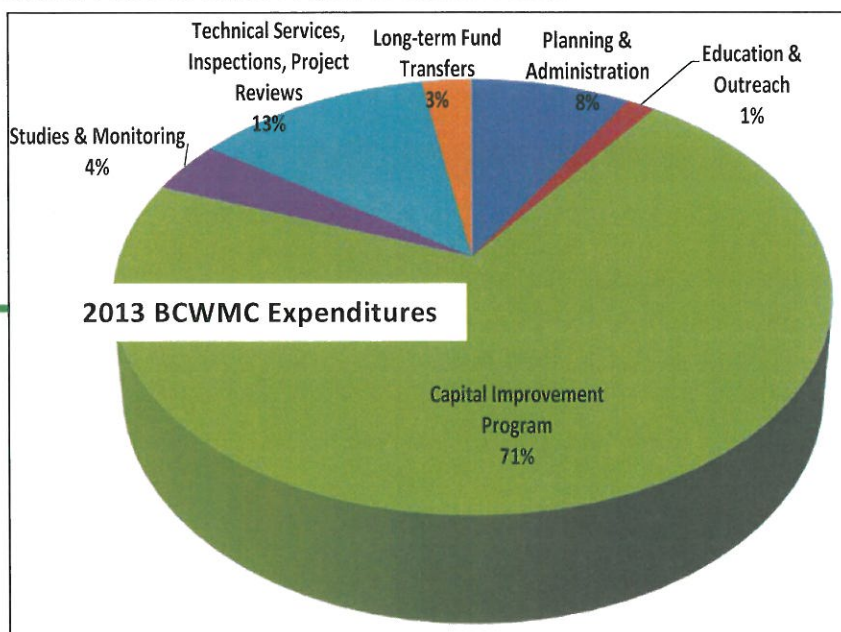
The Executive Summary highlights the Bassett Creek Watershed Management Commission's work and accomplishments during its fiscal year 2013 (February 1, 2013 - January 31, 2014) in the following areas: capital improvements program, water quality activities, education activities, and the Next Generation Watershed Management Plan, which is being developed for approval and adoption in 2015. The BCWMC's activities and projects are guided by its *Watershed Management Plan (Plan)*. The most recent version of its *Plan* was approved by BWSR and adopted by the BCWMC in 2004.

Capital Improvements Program (CIP)

The BCWMC continued to implement its capital improvements program. The 2013 achievements included:

- Completion of two streambank restoration projects: 1) Bassett Creek Main Stem streambank restoration project in Golden Valley, from Wisconsin Ave to Rhode Island Ave and from Duluth St to the Golden Valley – Crystal boundary; total project cost of \$580,200; and 2) North Branch of Bassett Creek streambank restoration project in the City of Crystal, from 32nd Avenue North to Douglas Dr North; total project cost of \$713,240. The projects will control erosion, reduce the contribution of sediment and phosphorus carried by the creeks to downstream waters, and provide riparian habitat.
- Completion of two lake outlet projects: 1) Wirth Lake Outlet Modification Project, in Golden Valley—the total project cost of 201,482; and 2) Sweeney Lake Outlet Replacement Project, in Golden Valley—the total project cost is \$179,742. The Wirth Lake outlet project received a BWSR Clean Water Fund Grant from the Minnesota Board of Water and Soil Resources.
- Continuing work on other projects: 1) A streambank restoration project on the Main Stem of Bassett Creek – Golden Valley Road to Irving Avenue North –in Golden Valley and Minneapolis—the total estimated project cost is \$856,000; the BCWMC received a BWSR CWF grant for this project; and 2) various water quality improvement features in the Four Seasons Area, Plymouth.
- Completed a feasibility study for the Schaper Pond Diversion Project in Golden Valley.
- BWSR approval and BCWMC adoption of a major plan amendment to add three projects to the BCWMC's 10-year CIP: Schaper Pond Diversion Project, Briarwood/Dawnview Water Quality Improvement Project, Twin Lake in-lake Alum Treatment.

In FY 2013, the BCWMC spent a total of \$1.3M on its capital improvement program (see projects above) and approximately \$0.55M on its other activities (see chart). For an itemization or more information on the BCWMC's 2013 expenditures, see the Financial Information Appendix of the annual report.



The Bassett Creek Watershed Management Commission (BCWMC) is governed by a board composed of representatives from each of the nine member cities: Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, St. Louis Park, and Robbinsdale. Representatives are appointed by their cities and serve three-year terms on the board.



Water Quality Activities

In 2013, the BCWMC implemented the following water quality activities:

- Participated in Metropolitan Council Environmental Services' Citizen-Assisted Monitoring Program (CAMP) for seven lakes;
- Monitored Northwood Lake and North and South Rice Ponds for water quality, plankton, and aquatic plants.
- Conducted fish survey of Twin and Sweeney Lakes to better inform a possible in-lake alum treatment in Twin Lake.
- Performed continuous stream monitoring on Bassett Creek, in cooperation with the Metropolitan Council Environmental Services; and,
- Provided funding for the Hennepin County's River Watch program which educates and uses high school students to collect benthic invertebrates, indicators of stream health, from various site along Bassett Creek.

Education Activities

In 2013, the BCWMC implemented the following education-related activities:

- Collaborated with the West Metro Water Alliance, a watershed education alliance with three neighboring WMOs, Hennepin County, the Freshwater Society, the Three Rivers Park District, and several metro-area cities to collaborate on education efforts.
- Provided watershed education to the public at the following events - Plymouth Yard/Garden Expo, Plymouth Environmental Quality Fair, and Golden Valley Days.
- Provided native plant seed packets at watershed education events and at displays in member city halls;
- Partnered with Blue Thumb and Metro Blooms, local programs that educate homeowners on ways to reduce runoff from home yardscapes including installing raingardens.
- Participated in Metro WaterShed Partners, including the Minnesota Waters "Let's Keep Them Clean" media campaign.

"Next Generation" Watershed Plan Activities

- Carried out the Watershed Assessment and Visioning Exercise (WAVE) public input process including an online survey, small group meetings in every city, and a Watershed Summit in June.
- Asked public to prioritize issues identified through WAVE.
- Prioritized issues among Commissioners.
- Established goals for the new Plan and discussed certain policies at a large workshop in October.
- Convened monthly Plan Steering Committee meetings where policies were discussed and finalized.
- Tracked progress and budget of the Plan development.

The Next Generation Watershed Management Plan is expected to be complete in 2015.



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.