



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: March 12, 2014

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background information on 3/20/14 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 2/20/13 Commission Meeting - ACTION ITEM with attachment
 - B. Approval of March Financial Report - ACTION ITEM with attachment
 - C. Approval of Payment of Invoices - ACTION ITEM with attachments
 - i. Keystone Waters, LLC – February 2014 Administrator Services
 - ii. Barr Engineering – February 2014 Engineering Services
 - iii. Amy Herbert – February 2014 Secretarial Services
 - iv. ACE Catering – March 2014 Meeting Refreshments
 - v. Metro Conservation Districts – Children’s Water Festival Contribution
 - vi. City of Plymouth – Payment for Booth at Yard and Garden Expo
 - vii. Metro WaterShed Partnership – 2014 Membership Contribution
 - viii. MMKR – Preparation of Audit
5. **NEW BUSINESS**
 - A. Review 50% Plans for Briarwood/Dawnview Water Quality Project in Golden Valley – ACTION ITEM with attachments – *At their meeting on 4-18-13 the Commission approved the feasibility study for this project and for the City to proceed with Option 5, construction of a stormwater detention and treatment pond with an iron enhanced filter:*
<http://www.bassettcreekwmo.org/Meetings/2013/2013-April/6A-BriarwoodDawnviewReport.pdf>
The attached fact sheet provides a project overview. The Commission Engineer reviewed the 50% plans (plans are available with the online meeting materials) and recommends conditional approval per the attached memo.
 - B. Consider Changing CIP Process to Include Final Project Report to Commission – ACTION ITEM with attachment *At their meeting on 1-16-14, as part of the approval of the final reimbursement request for the Main Stem Project Wisconsin Avenue to Golden Valley/Crystal border, the Commission directed the Commission Engineer to make a report on the final implementation of the project. The Commission Engineer and Administrator recommend that the Commission consider changing the CIP process to include a final report and/or interim reports on Commission projects. See attached memo for more details and background.*
 - C. Discuss BWSR’s Biennial Budget Request (BBR) – DISCUSSION ITEM with attachment *In 2012 the BSWR initiated the BBR to collect information on local government resource needs for BWSR grant programs. The Commission submitted a BBR in 2012. Clean Water Fund grant applicants earn additional points if they have submitted a BBR. A new BBR is due May 3. The Commission should determine which projects should be submitted by the Commission and if individual cities should also submit their own BBR.*
 - D. TAC Recommendations– ACTION ITEMS with attachments *The Technical Advisory Committee*

met on 3-6-14. The attached TAC memo includes their recommendations regarding the 2016-2020 CIP List, additions to the TAC meeting list of invitees and the XP-SWMM Phase II Implementation and Funding.

- i. 2016-2020 CIP List – please see proposed list of projects, fact sheets, and the project map.
- ii. TAC Meeting Invitees – see TAC Memo
- iii. XP-SWMM Phase II Implementation and Funding – see TAC Memo

6. OLD BUSINESS

- A. Review 90% Plans for Main Stem Restoration Project – Golden Valley Rd to Irving Ave N. (CIP 2012CR) – **ACTION ITEM with attachments** *At the 9-19-13 meeting, the Commission approved the 50% plans for this project. The Commission Engineer reviewed the 90% plans and recommends approval with conditions noted in the attached memo. A location map is included; additional materials are online, including 1) the design engineer's response to the Commission's comments on the 50% plans, 2) the 90% engineering plans, and 3) a presentation on the project.*
- B. Update on Commission Engineer Review of Feasibility Study for 2015 Main Stem Restoration Project – **INFORMATION ITEM no attachment** *At their 2-20-14 meeting, the Commission took action directing the Commission Engineer to review all draft feasibility studies of Commission projects. The Commission Engineer is reviewing the draft feasibility study of the 2015 Golden Valley Main Stem that was presented at the 2-20-14 meeting. This review is occurring similar to the way 50% or 90% plans are reviewed. The Commission Engineer will work with Golden Valley staff and their consultant to address questions and refine the study. The Commission Engineer will present their comments to the Commission when the final feasibility study is presented (likely in June).*
- C. Results of study of Long-term Maintenance and Replacement Needs for Flood Control Project – **DISCUSSION ITEM with attachments** *At their meeting on 11-20-13, the Commission directed the Commission Engineer to evaluate the costs associated with long term maintenance and replacement needs for the Flood Control Project, and to review historic documents and agreements for the flood control project. Two related memos are attached.*
 - i. Memo from Barr: Flood Control Project Long Term Maintenance and Replacement Evaluation
 - ii. Memo from Counsel LeFevre: Commission Participation in Maintenance Expenses of Both Flood Control Project and Other Surface Water Management Facilities
- D. Update on Next Generation Plan Development – **INFORMATION ITEM with attachment** *The Next Generation Plan Steering Committee continues to review, discuss and draft policies for the Plan. Minutes from the 2-11-14 meeting are attached. The Committee would like to hold an all-Commission workshop (including review agency staff) late in the afternoon of April 21 or April 24.*
- E. Update on Medicine Lake Water Level Issue – **ACTION ITEM with attachments** *Approximately 36 people (including Commissioners and presenters) attended the Medicine Lake Stakeholder Meeting on 3-4-14. Several presentations were made (see link below) and were well-received. The attendees broke up into four smaller groups, which discussed a series of questions posed by the facilitator (see results attached as well as exit comment cards). The Commission should consider their next task in its role as a convener and facilitator. Based on the comments heard during the discussion, I recommend convening a smaller working group (or task force) of stakeholders to determine the appropriate next step.*
 - i. Results of Small Group Discussions and Exit Comment Cards at 3-4-14 Stakeholder Meeting (attached)
 - ii. Presentations from 3-4-14 Stakeholder Meeting
<http://www.bassettcreekwmo.org/Medicine%20Lake/MedicineLake-Home.htm>
 - iii. Discussion of Next Steps

- F. Update on Schaper Pond Project – **INFORMATION ITEM no attachment** *At the request of the MPCA and DNR, the Commission Engineer analyzed the water quality and wetland impacts of the proposed Schaper Pond Project on the pond (as posted in the 11-20-13 meeting materials: <http://www.bassettcreekwmo.org/Meetings/2013/2013-November/8A-SchaperPondWaterQualityWetlandImpacts.pdf>). The MPCA and DNR have since determined some mitigation activities would be necessary for the project to move forward, but have also indicated the project would not constitute a reduction in the wasteload allocation for meeting the Sweeney Lake eutrophication TMDL. Golden Valley staff will update the Commission on the next steps being taken with regards to this issue.*
- G. Update on Watershed Map Project – **INFORMATION ITEM no attachment** *Progress continues on the watershed map. The Education Committee will have met by the Commission meeting date and will update the group on the progress.*
- H. Update on NEMO Workshops – **INFORMATION ITEM with attachment** *You should have received a “save the date” email for the first NEMO workshop (postcard is attached here). This first workshop will focus on introductory land use and land management principles, nonpoint source pollution, rules & requirements, and the role of local municipal leaders. At the time of this memo, there has been no progress in signing an agreement for the financial contribution to the project approved at the 2-20-14 Commission meeting.*
- I. Consider Distributing Joint Power Amendment for Official Signatures **HELD OVER FROM FEB MEETING – ACTION ITEM (see attachment** from previous meeting: <http://www.bassettcreekwmo.org/Meetings/2014/2014-February/7D-ProposedAmendment-to-BCWMC-JPA.pdf>) *The Commission should decide when to distribute the JPA amendment to cities and should consider contingency planning in the event the JPA expires at the end of the year.*

7. COMMUNICATIONS – INFORMATIONAL ITEMS with attachment

- a. Administrator’s Report – *Report is attached*
- b. Chair
- c. Commissioners
- d. Committees
- e. Legal Counsel
- f. Engineer

8. INFORMATION ONLY – INFORMATION ITEMS with documents online

- a. Grant Tracking Summary and Spreadsheet
- b. Metro Watershed Partners 2013 Annual Report <http://www.hamline.edu/education/cgee/wsp-membershipinfo/>
- c. State of Water Conference <http://www.conservationminnesota.org/state-of-water-conference/>
- d. WMWA February Meeting Minutes
- e. Flood Safety Awareness Week, March 16 – 22, 2014
<http://www.nws.noaa.gov/com/weatherreadynation/flood.html#.UyDInfldVDA>

9. ADJOURNMENT

Upcoming Meetings

- Education Committee Meeting, Wednesday March 19, 5:00 – 6:30 p.m., Brookview Community Center
- Next Gen Plan Steering Committee, Monday March 24, 4:30 – 6:30 p.m., Golden Valley City Hall
- NEMO Workshop Thursday May 8 (Edina) **or** Wednesday May 14 (Excelsior), 5:00 – 9:00 p.m.
- Regular Commission Meeting, Thursday April 17, 8:30 a.m., Golden Valley City Hall