



## Bassett Creek Watershed Management Commission

# Agenda

Thursday, February 17, 2005

12:00 Noon

Golden Valley City Hall

7800 Golden Valley Road

### CALL TO ORDER

Presentation of January 20, 2005 Minutes

Presentation of Financial Statements

Presentation of Invoices for Payment Approval

- *Kennedy & Graven*
- *Barr Engineering Company*
- *Pat Schutrop, Administrative Services*
- *Malloy Montague Karnowski Radosevich & Co., P.A.*

### ORGANIZATIONAL MEETING

- *Nomination for Chair*
- *Nomination for Vice Chair*
- *Nomination for Secretary*
- *Nomination for Treasurer*
- *Appointment of Deputy Treasurer*
- *Appointment of Official Depository*
- *Appointment of Executive Committee*

### COMMUNICATIONS

#### Chairman

- Citizen Input on Non-Agenda Items

#### Counsel

#### Commissioners

#### Engineer

### NEW BUSINESS

- Water Quality Monitoring
- 2005 CAMP
- Comment on Draft Notice of General Permit for Municipal Storm Sewer Discharge

### OLD BUSINESS

- Administrative Options Subcommittee
- Plymouth Streambank Stabilization Agreement
- Golden Valley Streambank Stabilization Agreement
- Minneapolis Flood Control Project Maintenance Agreement
- 2004 Flood Control Project Inspection
- Plat Review Procedure (deferred from January meeting)
- Requirements for Improvements and Development Proposals (deferred from January meeting)
- LGU Reviews as Part of Wetland Conservation Act Issues (deferred from January meeting)
- Website Update (deferred from January meeting)

### MARCH MEETING

- Payment of Treasurers Bond
- Public Hearing – 2006 CIP Projects - Westwood Lake, Parkers Lake, and Medicine Lake
- Lakeview Park Pond

### ADJOURNMENT

# Bassett Creek Watershed Management Commission

## Minutes of the Meeting of January 20, 2005

### Call to Order

The Bassett Creek Watershed Management Commission was called to order at 12:05, Thursday, January 20, 2005, at the City of Golden Valley City Hall by Chair O'Toole.

### Roll Call

<i>Crystal</i>	Commissioner Pauline Langsdorf	<i>Counsel</i>	Charlie LeFevere
<i>Golden Valley</i>	Commissioner Linda Loomis, Treasurer	<i>Engineer</i>	Len Kremer
<i>Medicine Lake</i>	Commissioner John O'Toole, Chair	<i>Recorder</i>	Pat Schutrop
<i>Minneapolis</i>	Commissioner Michael Welch, Vice Chair		
<i>Minnetonka</i>	Commissioner Bill Yaeger, Secretary		
<i>New Hope</i>	Commissioner Mary Gwin-Lenth		
<i>Plymouth</i>	Commissioner Elizabeth Thornton		
<i>Robbinsdale</i>	Not represented		
<i>St. Louis Park</i>	Not represented		

Also present:

- Bill Deblon, BCWMC Technical Advisory Committee, city of Robbinsdale
- Tom Mathisen, BCWMC Technical Advisory Committee, city of Crystal
- Laura Adler, BCWMC Technical Advisory Committee, city of St. Louis Park
- Jeannine Clancy, BCWMC Technical Advisory Committee, city of Golden Valley
- Lee Gustafson, BCWMC Technical Advisory Committee, city of Minnetonka
- Ron Quanbeck, BCWMC Technical Advisory Committee, city of Plymouth
- Ginny Black, City Council Member, city of Plymouth
- Alex Nikitsin, city of Minneapolis
- Nancy Azzam, Golden Valley League of Women Voters

### Approval and/or Correction of Minutes

The minutes for the January 20, 2005 meeting were presented. Mr. Yaeger moved and Ms. Thornton seconded the motion to approve the minutes. Carried unanimously.

### Financial Statements

Mayor Loomis presented the Treasurer's Report as of January 20, 2005. The current balances are as follows:

Checking Account Balance	\$120,213.76
Commercial Paper	0.00
<b><i>TOTAL GENERAL FUND BALANCE</i></b>	<b><i>\$120,213.76</i></b>
Investment Balance	\$1,608,004.003
Commercial Paper (due 2/14/05)	497,312.50
<b><i>TOTAL CONSTRUCTION ACCOUNT BALANCE</i></b>	<b><i>\$2,105,316.503</i></b>

Mr. Yaeger asked if the Treasurer's Report could be included in the meeting packet allowing more time to review the report prior to the meeting date. Ms. Loomis said the preparation of report is dependent on

when invoices are received. Otherwise, the invoices would not be reflected on the report. The vendors could be informed of when invoices should be submitted to the Deputy Treasurer in order for payment to be approved at the time of the meeting.

The commissioners agreed on the policy that invoices need to be submitted to the Deputy Treasurer by the first Thursday of the month for consideration for payment at the upcoming meeting.

Mr. Yaeger moved and Ms. Gwin-Lenth seconded the motion to accept the financial statement. Carried unanimously.

The Treasurer's report was accepted as presented and ordered to be filed subject to audit.

## ***Presentation of Invoices to be Paid***

The following invoices were presented for approval:

1. An invoice was received from Barr Engineering Company for professional services during the period December 4, 2004 through January 7, 2005, in the amount of \$12,461.39.

Mayor Loomis moved and Ms. Thornton seconded approval for payment of claims as set forth on the invoices. Upon call of the roll, the vote was carried unanimously.

2. An invoice was received from Pat Schutrop for administrative services during the period of December 4, 2004 through January 7, 2005, in the amount of \$2,510.

Chair O'Toole moved and Mr. Yaeger seconded approval for payment of claims as set forth on the invoice. Upon call of the roll, the vote was carried unanimously.

3. An invoice was received from the Metro WaterShed Partners in the amount of \$5,000 in support of preparation of various materials that can be ordered by cities and customized for their use. Samples of the materials were included with the invoice. This amount was planned for in the 2004 budget.

Mr. Welch moved and Ms. Thornton seconded approval for payment of claims as set forth on the invoice. Upon call of the roll, the vote was carried unanimously.

4. An invoice was received from the city of Golden Valley for partial payment of the floodproofing project for the purchase of property at 5222 Minnaqua Drive. The total cost of the acquisition is \$427,351.28 and the amount of the invoice for reimbursement is in the amount of \$105,850.

Mayor Loomis moved and Ms. Gwin-Lenth seconded approval for payment of claims as set forth on the invoice. Upon call of the roll, the vote was carried unanimously.

Jeannine Clancy, Golden Valley Director of Public Works, said after the house is razed (within about 30 days), the city intends to restore the area as a wetland with the possibility of receiving a wetland credit.

5. An invoice was received from the city of Plymouth for partial payment of the Medicine Lake water quality ponds (minor plan amendment to the 1990 Water Management Plan). The estimated total project cost was \$880,100 and Hennepin County levied \$1 million. The city anticipates the total project costs to be between \$760,000 and \$770,000. The current invoice is in the amount of \$704,786.22. The city of Plymouth complied with the contract between the Commission and the city and Mr. Kremer recommends approval for payment.

Ms. Thornton moved and Ms. Langsdorf seconded approval for reimbursement to the city of Plymouth in the amount of \$704,786.22. Upon call of the roll, the vote was carried unanimously.

With the possibility of tax dollars levied for specific water quality projects and remaining overages, the Commission discussed what to do with the overages in the future. As background, Mr. LeFevere said the money coming from the tax levy should only be used to fund projects on the approved capital improvements program. Remaining funds should not be transferred to any fund other than for projects on the approved CIP. Mr. LeFevere suggests creating a CIP reserve fund identified as “restricted use to fund CIP approved projects only.”

Chair O’Toole added that the CIP fund will earn interest and that interest should also go into the CIP reserve account. The Commission needs to determine how to budget and track that amount. Mr. Yaeger said an easy way if the interest is to be kept in the same fund, is to keep those dollars in a separate bank account. Ms. Loomis is not sure that it would be necessary to keep the dollars in a separate bank account when the Deputy Treasurer already tracks the dollars separately. Chair O’Toole asked Ms. Loomis to investigate that issue and report back to the Commission at the February meeting with a recommendation.

Chair O’Toole recommended discussing this issue again at the April meeting (15 to 20 minutes) allowing the commissioners more time to think about how the Commission wants to handle these types of issues (tracking remaining tax dollars and what to do with the remaining dollars) and possibly develop a policy. This may also be an item for discussion by the Administrative Options Subcommittee in tandem with other issues.

Mr. LeFevere said the specific funds will be tracked along with the projects and with the end of those projects the overages can be transferred to the reserve CIP fund. Mr. Welch suggests the Commission strive to keep that fund as small as possible and levy as close to the project costs as possible. Since this is an annual cycle, the Commission can consider the reserve CIP fund before deciding on the actual amount to request from Hennepin County each September. Mr. LeFevere said it is common for cities to have reserve targets to have funds available to pay for change orders (i.e., soil conditions, etc.).

## **Communications**

### *Chairman:*

1. A notice of public hearing from the city of Minneapolis was received regarding the Minneapolis Plan.
2. The city of Plymouth submitted a reimbursement request for the Medicine Lake Water Quality Ponds (plan amendment to the 1990 water management plan).
3. Correspondence was received from the city of Robbinsdale reappointing Karla Peterson as commissioner and Erik Hansen as alternate commissioner on the BCWMC for terms ending January 31, 2008.
4. A meeting notice was received for the city of Plymouth’s Aquatic Vegetation Management Group scheduled for Thursday, January 27, 2005, at the Plymouth City Hall.

### *Citizen Input on Non-Agenda Items:*

No communications.

*Counsel:*

No communications.

*Commissioners:*

1. Mr. Welch received an email regarding a meeting of the Minnesota River Watershed Alliance in February to discuss the possibility of developing an alliance in the Minnesota River watershed area. The email was distributed to the commissioners and the Technical Advisory Committee.
2. Ms. Langsdorf received an email concerning road salt and water quality. A Road Salt Symposium – 2005 will be held on March 30 in St. Cloud, Minnesota. Ms. Langsdorf said KARE 11 also did a feature on road salt and water quality on its “Water for Life” series. The video clip and article can be accessed at [http://www.kare11.com/news/news\\_article.aspx?storyid=74013](http://www.kare11.com/news/news_article.aspx?storyid=74013). Mr. Kremer added that the chloride TMDL program results conducted in Shingle Creek and recommended BMPs to remedy the chloride effects is forthcoming. Mr. Mathisen said the Shingle Creek WMO is having a TMDL meeting to discuss the chloride findings on February 4, at 9:00 am, at the Plymouth Creek Center.

Ms. Black also mentioned a meeting scheduled for February 17, at 2:00 p.m., to discuss costs of water quality BMPs, the TMDL process, and also identify a component of what cities/WMOs will need to spend on the process. The meeting will focus on the associated costs of the TMDL process as well as on actual costs for cleaning stormwater ponds.

*Engineer:*

1. Metro WaterShed Partners extended an invitation to the Commission to consider sending a Commission liaison to attend their planning meetings. Pauline Langsdorf volunteered to find out what the involvement would be and would participate as her time allows.
2. Mr. Kremer informed the Commission that the Minnesota Pollution Control Agency has issued a draft NPDES permit for small cities for MS4 general permits. Hearings will be conducted in February. The draft permit will require nondegradation assessments for the 30 largest cities in the metropolitan area. Bassett Creek watershed cities affected include Minnetonka, Plymouth, and St. Louis Park. The nondegradation assessment essentially means the cities have to determine what the increase in loads (phosphorus, total suspended solids, and runoff volume) were from 1988 to present and demonstrate what BMPs are necessary to implement to get back to 1988 conditions. Those study results will need to be submitted to the MPCA by the summer 2006. This is another program that will require fairly significant reduction of various contaminants in stormwater. In addition, the Commission is conducting the water quality improvement projects, which are also removing contaminants from stormwater.
3. Mr. Kremer provided a memorandum discussing the Metropolitan Council’s draft Water Resources Management Policy recently issued by the Council. The draft policy has several issues important to the Commission. Cities will be required to update their comprehensive plans in 2008 consistent with the Metropolitan Council’s Policy Plan and the 2030 Regional Development Framework. A major goal in the Framework that is carried into the Policy Plan is “the water quality leaving the metropolitan area is as good as the water quality entering the metropolitan area, and in compliance with federal and state regulations.” The Met Council intends to collect data (i.e., such as from the WOMP program) to calibrate its models and set a nutrient reduction goal in each of the watersheds in the metropolitan area so this policy can be met. This is another program where implementation of BMPs will be required to reduce contaminants to the stormwater.

Mr. Welch asked if the MPCA is coordinating the MS4 into the ongoing considerations of the TMDL process so that all of these programs are cumulative. Mr. Kremer said the TMDL process will require

greater load reductions than the nondegradation policy requirement and everything that is done to comply with the nondegradation policy will be considered in the TMDL process.

Mr. Kremer added that the TMDL process just started on Lake Pepin and Bassett Creek is in the Lake Pepin watershed. The TMDL study is a phosphorus reduction TMDL. One of the major phosphorus loads comes from the Minnesota River watershed (55%) and 65% total suspended solids comes from the Minnesota River watershed. The Lake Pepin TMDL process is scheduled for implementation in 2008.

## ***New Business***

No New Business items.

## ***Old Business***

1. **2004 Flood Control Project Inspection.** The 2004 flood control inspection was discussed at the BCWMC's November 18, 2004 meeting and letters were sent to the communities, Mn/DOT, and the Corps of Engineers regarding results of the inspection and recommended action. One of the repairs that needs to be made is concrete spalling in the tunnel. The city of Minneapolis was contacted and asked to make the repair. Minneapolis would like to use their construction group experienced at making these types of repairs; however, Minneapolis is requesting the Commission to prepare a plan describing how the repair should be made. The estimated cost to repair the spalling is about \$25,000 and the repairs need to be completed before April 2005. Mr. Kremer recommends the Commission direct the engineering staff to prepare the plan and Mr. Kremer estimates plan preparation to be about \$1,500.

Mr. Welch moved and Mr. Yaeger seconded the motion to direct the engineering staff to prepare the plan for the repairs of the spalling in the tunnel in accordance with the condition stated in the engineer's memo to the Commission. Carried unanimously.

Discussion followed. After the plan is prepared by the engineer, the next step will be entering into a contract with the city of Minneapolis that may occur at the time of the February meeting. Mr. Gustafson recommended that when the Commission contracts with the city of Minneapolis that it include a not-to-exceed amount.

2. **2005 Channel Maintenance Fund.** The cities of Golden Valley and Plymouth submitted requests for funding from the 2005 channel maintenance fund. The Commission directed the requests to be considered by the Technical Advisory Committee for their recommendation. The TAC met on December 2, 2005, and provided comments in a separate memorandum to the Commission.

### **City of Golden Valley Request**

The TAC recommends approval of the request from the city of Golden Valley in the amount of 50% of \$9,000 (\$4,500) for channel maintenance at 4820 and 4840 Markay Ridge.

Mr. Yaeger moved and Ms. Loomis seconded the motion to approve funding the channel maintenance request by the city of Golden Valley for \$4,500 in 2005 at 4820 and 4840 Markay Ridge. Carried unanimously.

Ms. Black pointed out that the TAC is recommending a change in the allocation of funding from the current policy: 50% allocated based on percentage of trunk system and 50% allocated based on need, be modified temporarily to: 100% based on percentage of trunk system and none based on need since complete data is not currently available regarding needs. She asked how that was determined and what criteria were used for need-based funding. Mr. Mathisen said not all cities have their inventories in and therefore their needs have not been identified. Ms. Black asked that there be clarity as to what

constitutes “need” for the cities and the Commission. Ms. Clancy added the city of Golden Valley completed a creek inventory along with Commission staff to identify areas of need that are consistent with the need requirements of the Commission.

Mr. Kremer said the city of Plymouth has performed a similar assessment based on determining what the dollar cost would be in certain reaches of the creek and applied that across all of the areas needing repair. Each community may assess their dollar needs differently.

Dollar costs for repairs determined to be needed identifies the “need.” The channel maintenance fund is to repair areas of increased volume causing erosion and where channel capacity problems are occurring.

#### City of Plymouth Request

The city of Plymouth intends to spend \$100,000 for channel maintenance repairs in the lower reaches of Plymouth Creek and requested 50% of \$100,000. The TAC recommended approval; however, the amount available to Plymouth in 2005 is \$26,420 and the TAC recommends the remainder be reimbursed to the city of Plymouth as CMF funds become available.

Discussion followed. Chair O’Toole asked what happens if Plymouth spends more than the \$100,000 if the Commission approves the TAC recommendation. Mr. Kremer said the city of Plymouth would have to ask for reimbursement again in 2006. Mr. Mathisen said the 50/50 reimbursement amounts were recommended by the TAC to make it equitable among the cities annually.

Mr. Kremer understands that in accordance with the current formula, if the Commission approves the TAC recommendation, the city of Plymouth will receive funds according to the formula and can request the full annual allocation until 50% of the \$100,000 is paid. Chair O’Toole added what if Plymouth projects to spend another \$100,000 on the next reach of the creek in 2006. Mr. Kremer said 2006 fund requests will again be submitted to the TAC for their recommendation and based on the TAC recommendation, the requests will be approved based on the availability of funds. Depending on a city’s request, the allocation could essentially extend over many years.

Chair O’Toole is concerned about what are the expectations of the cities. Mr. Yaeger said that the Commission could approve the 50% of the \$100,000 and stipulate in the motion that \$26,420 will be paid in 2005 and the balance paid in 2006 or when funds become available.

Mr. LeFevere said that adding a needs analysis to the funding criteria at a later date might change not only the amount of dollars a city receives, but where the project fits.

Mr. Mathisen added that the \$25,000 added to this fund every year is divided between the eligible cities and adjustments made annually to each city’s amounts according to allocations made.

Ms. Loomis said the idea according to the allocation formula set up by the TAC is that each city is allowed a certain allocation and can receive up to that amount per year and not to exhaust the entire fund because the funds are there. Mr. Kremer also added that the idea behind the needs assessment was to give the Commission an idea of how much money needed to be raised and to determine an assessment amount for the annual budget.

Ms. Thornton moved and Mr. Yaeger seconded the motion to accept the recommendation made by the Technical Advisory Committee which is reimbursement to the city of Plymouth of \$26,420 in 2005 and reimbursement of the remainder of the \$50,000 to Plymouth when the channel maintenance funds become available to Plymouth. Carried unanimously.

An agreement will be drafted similar to the agreement between Golden Valley and the Commission specifying the process. Mr. Welch also requested that the allocation table include an additional column stating previously approved amounts and balance to be reimbursed as funds become available to that city.

3. Capital Improvements Program (CIP) Review.

- Medicine Lake - ML-7, In-Lake Herbicide Treatment (Option 18 in Medicine Lake Plan) – The city of Plymouth requests this capital improvements be moved from 2007 and 2008 to 2006 and 2007. The first treatment was applied in 2004 by Plymouth at a cost of about \$105,000. The ML-7 improvement projects are in addition to the application in 2004. The city would perform one treatment in 2005 and request reimbursement in 2006. An additional herbicide treatment will be applied in 2006 for reimbursement in 2007. In order for the Commission to consider the ML-7 projects, the city will need to submit a feasibility report and the Commission will need to conduct a public hearing. The hearing needs to take place early enough so that the city can make the application in April when water temperatures are at the right condition for the treatment to work correctly. Therefore the public hearing should take place at the March 17, 2005 meeting.

Mr. Welch noted the levy amount in 2006 would increase by about \$90,000. Mr. Kremer added that additional projects (Westwood Lake and Parkers Lake) are scheduled for construction in 2006 and will also need feasibility studies in order to be considered as part of the same public hearing. Chair O’Toole suggested the Commission take action on each project separately.

Mayor Loomis asked what the actual levy for 2005 was. Mr. Kremer said the amount levied to the county was \$436,700, which included

Wirth Lake		
WTH-1		\$ 44,000
WTH-2 (both 2005 and 2006)		\$165,000
WTH-3		<u>\$ 45,000</u>
	SUBTOTAL	\$254,000
Northwood Lake (NL-4)		<u>\$182,700</u>
	TOTAL LEVY	\$436,700

Ms. Thornton moved and Ms. Gwin-Lenth seconded the motion to direct the city of Plymouth to prepare and submit a feasibility study for the In-Lake Herbicide Treatment (Option 18 in Medicine Lake Plan) ML-7 and a public hearing be scheduled for March 17, 2005, to hear public testimony concerning the project. Carried unanimously.

- Parkers Lake – PL-6, Improvements to stormwater basin in PL-A13 near Circle Park (from the city of Plymouth’s Parkers Lake Implementation Plan). Mr. Kremer recommends the Commission request a feasibility study be prepared by the city of Plymouth for the Parkers Lake PL-6 project and that a public hearing be conducted at the March 17, 2005 meeting.

Ms. Thornton moved and Mr. Welch seconded the motion to direct the city of Plymouth to prepare and submit a feasibility study for the Parkers Lake PL-6 water quality improvements and that a public hearing be scheduled for March 17, 2005, to hear public testimony concerning the project. Carried unanimously.

Chair O’Toole asked how the city of Medicine Lake is reimbursed for its contribution to the in-lake herbicide treatment since it also contributes per capita as the city of Plymouth does. The per capita request from Medicine Lake would be less the amount reimbursed to Plymouth.

- **Westwood Lake – WST-1, Flag Avenue detention/skimming facility (option 1 in Westwood Lake Plan). Mr. Kremer recommends the Commission prepare the feasibility report for Westwood Lake project and that a public hearing be set for the March 17, 2005 meeting.**

Chair O'Toole moved and Mr. Welch seconded the motion to direct the Commission staff to prepare and submit a feasibility report for the Westwood Lake WST-1 water quality improvement and that a public hearing be scheduled for March 17, 2005, to hear public testimony concerning the project. Carried unanimously.

- **Twin Lake – TW-1, Pond Expansion (option 1 in the Twin Lake Plan). The Twin Lake project is projected to be built in 2006 with reimbursement in 2007. The Twin Lake project is currently in the minor plan amendment process.**
- **Miscellaneous CIP Projects – Mr. Kremer asked Mr. Quanbeck for information concerning the Medicine Lake ML-2, goose loading reduction project, currently scheduled in 2006. Mr. Quanbeck said this is an outgrowth of the Plymouth Medicine Lake subcommittee and he will follow up with the city concerning that project.**

4. **Plat Review Procedure. Deferred to the February 2005 meeting.**
5. **Requirements for Improvements and Development Proposals. Deferred to the February 2005 meeting.**
6. **LGU Reviews as Part of Wetland Conservation Act Issues. Deferred to the February 2005 meeting.**
7. **Administrative Options Subcommittee Report. The subcommittee met on Tuesday, January 8, 2005, and minutes were prepared and distributed at today's meeting. The group discussed the information provided by the executive directors from the Mississippi WMO and the Vadnais Lake Area WMO. The group is also in the process of preparing a list of possible duties they envision an executive director could do for the Commission. The next meeting is scheduled for Monday, February 14, 2005, at 5:00 p.m., at the Golden Valley City Hall.**
8. **Minneapolis Water Quality Task Force (MWQTF). The city of Minneapolis formed a task force that includes representatives from participating watersheds located in Minneapolis. The WMOs were asked to assist Minneapolis in developing new water quality protocol and uniform testing protocol for the city. Mr. Welch is the BCWMC representative on the MWQTF and a voting member. The MWQTF requested the voting members to more fully participate in the process and work plan of the group, including attendance at meetings by the BCWMC representative and staff assistance with information requests.**

In response to this request, the engineering staff prepared a cost estimate for the Commission's consideration. Six MWQTF meetings are proposed in 2005. Based on experience during 2004, it is estimated that the staff time commitment for meeting attendance and follow-up requests will be 3 hours per meeting and 3 to 3.5 hours of follow-up time per meeting. This is projected to be 40 hours per year (\$4,500 per year). Mr. Kremer said the amount would come from the Special Studies budget item.

Mr. Yaeger asked what the Commission would expect to gain from allowing staff participation on the MWQTF. Mr. Welch said there would be some level of coordination between the watersheds that may be helpful for comparison purposes. In addition, innovations that may come as a result of the group regarding water quality would also be helpful.

Ms. Langsdorf moved and Ms. Gwin-Lenth seconded the motion to authorize staff to participate in

2005 up to the amount of \$4,500.

Discussion followed. Mayor Loomis said she is not in favor of setting a precedent for other cities that may want to do something similar. The goals are understandable, but she is not sure the Commission will want to participate financially without additional discussion in how the Commission will address similar requests from other member cities.

Ms. Black added (although not in favor or against the Commission's participation on the MWQTF) that the Commission did participate on the Medicine Lake subcommittee by sending Commission staff to participate on that subcommittee. She also added that this type of participation would be a duty that could be performed by an executive director should the Commission decide to do that.

Ms. Thornton amends the motion by adding that an evaluation be conducted at the end of the calendar year of participation as to what was gained by the Commission as a result of that participation. Ms. Langsdorf accepted the amendment to the motion. The amendment to the motion carried unanimously.

Additional discussion followed regarding the amended motion. Mr. Gustafson thinks the \$4,500 is a lot of money to participate in a process where the Commission will evaluate its benefit later. Mr. Welch said his participation is already committed and it is still not clear what will come out of this group. The work plan developed by the MWQTF is a good reference point to its direction. Chair O'Toole suggested that since Mr. Welch represents the Commission and attends the meetings, he could review the process as it goes along for benefit. Mr. Yaeger sees the participation of technical staff as more of a benefit to the MWQTF. He agrees with Mr. Welch's attendance at the meetings to represent the Commission, but is not in favor of staff participation at the expense of the Commission.

The amended motion is as follows: Ms. Langsdorf moved and Ms. Gwin-Lenth seconded the motion to authorize staff to participate in 2005 up to the amount of \$4,500, with an evaluation at the end of 2005 as to the benefits of Commission participation. Upon call of the roll, the vote carried as follows:

Yes	5 (Crystal, Medicine Lake, Minneapolis, New Hope, Plymouth)
No	2 (Golden Valley, Minnetonka)

Mr. Welch agreed to report back to the Commission as to the benefit of paid technical representation at the meetings in addition to his attendance.

9. Website Update. Deferred to the February 2005 meeting.

## **February Meeting**

The following agenda items are currently scheduled for the Commission's February meeting:

- Commissioners/Alternate Commissioners for cities of Plymouth, Robbinsdale, and St. Louis Park
- Organizational Meeting
- Adopt Resolution Designating Depositories for BCWMC
- Conflict of Interest Statements

## **Adjournment**

It was moved by Mr. Welch and seconded by Ms. Thornton to adjourn the meeting. Chair O'Toole adjourned the meeting at 2:15 p.m.

\_\_\_\_\_  
**John O'Toole, Chair**

\_\_\_\_\_  
**Pat Schutrop, Recorder**

\_\_\_\_\_  
**William Yaeger, Secretary**

**Date:** \_\_\_\_\_

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