



Bassett Creek Watershed Management Commission

**DRAFT Minutes of Regular Meeting
Thursday, August 16, 2018
8:30 a.m.**

Golden Valley City Hall, Golden Valley MN

1. CALL TO ORDER and ROLL CALL

On Thursday, August 16, 2018 at 8:33 a.m. in the Council Conference Room at Golden Valley City Hall (7800 Golden Valley Rd.), Chair de Lambert opened the meeting of the Bassett Creek Watershed Management Commission (BCWMC), but there was not a quorum. Administrator Jester began meeting by giving an overview of agenda item 6C until Commissioner Scanlan arrived. At 8:40 a quorum was achieved, and the meeting was called to order.

Commissioners and city staff present:

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	<i>Vacant Position</i>	<i>Vacant Position</i>	<i>Absent</i>
Golden Valley	Stacy Harwell	Jane McDonald Black	Jeff Oliver, Eric Eckman
Medicine Lake	<i>Absent</i>	Gary Holter*	<i>Absent</i>
Minneapolis	<i>Absent</i>	<i>Vacant Position</i>	<i>Absent</i>
Minnetonka	<i>Absent</i>	<i>Absent</i>	<i>Absent</i>
New Hope	<i>Absent</i>	Pat Crough	Megan Albert
Plymouth	Jim Prom	John Byrnes	Derek Asche
Robbinsdale	Michael Scanlan	<i>Absent</i>	Marta Roser, Richard McCoy
St. Louis Park	Jim de Lambert	Patrick Noon	Erick Francis
Administrator	Laura Jester, Keystone Waters		
Engineer	Karen Chandler, Barr Engineering		
Recorder	Dawn Pape, Lawn Chair Gardener Creative Services		
Legal Counsel	Troy Gilchrist, Kennedy & Graven		
Presenters/ Guests/Public	Michelle Kimble, Barr Engineering; Greg Wilson, Barr Engineering		

*Arrived after business started

2. CITIZEN FORUM ON NON-AGENDA ITEMS

None.

3. APPROVAL OF AGENDA

MOTION: Commissioner Harwell moved to approve the agenda. Commissioner Prom seconded the motion. Upon a vote, the motion carried 5-0. [Cities of Crystal, Medicine Lake, Minneapolis, and Minnetonka absent from the vote.]

Agenda items were taken out of order due to not having a quorum at the beginning of the meeting.

4. CONSENT AGENDA

The following items were approved as part of the consent agenda: July 2018 commission meeting minutes, August 2018 financial report, payment of invoices, approval to adopt minor amendment to 2015 Bassett Creek Watershed Management Plan

The general and construction account balances reported in the February 2018 Financial Report are as follows:

Checking Account Balance	\$ 611,156.37
TOTAL GENERAL FUND BALANCE	\$ 611,156.37
TOTAL CASH & INVESTMENTS ON-HAND (7/11/18)	\$ 3,201,129.12
CIP Projects Levied – Budget Remaining	(\$4,041,205.36)
Closed Projects Remaining Balance	(\$ 840,076.24)
2012-2016 Anticipated Tax Levy Revenue	\$ 4,537.93
2017 Anticipated Tax Levy Revenue	\$ 3,895.88
Anticipated Closed Project Balance	(\$831,642.43)

MOTION: Commissioner Prom moved to approve the consent agenda. Commissioner Harwell seconded the motion. Upon a vote, the motion carried 5-0. [Cities of Crystal, Medicine Lake, Minneapolis, and Minnetonka absent from the vote.]

6. BUSINESS

C. Presentation on Sweeney Lake Aeration Study Results

Administrator Jester gave an overview of the lake’s water quality and stratification process. Greg Wilson, from Barr Engineering, presented the Sweeney Lake Aeration Study results with a detailed PowerPoint presentation. Engineer Wilson reported that the aeration of the lake during the summer months does not eliminate anoxia at the bottom of the lake, so phosphorus continues to be released and available for algal growth.

[Alt. Commissioner Holter arrives.]

Engineer Wilson reported that without aeration, there is much less total phosphorus in the upper layers of the lake. He showed the results of 3-D modeling that was used to look at the total phosphorus, dissolved oxygen, and algal growth throughout the lake and over time. Engineer Wilson described that 2017 data were not used in the model because it

was a perfectly average year, and that data from 2008 and 2014 were used to calibrate the model for dry and wet years, respectively.

Engineer Wilson showed a time lapse movie of the 3-D model and how the total phosphorus moved in the water column. He described how an alum treatment works and why it would improve water quality in Sweeney Lake. In his conclusion, he made three points:

1. Internal loading is a very important source of phosphorus in Sweeney Lake
2. Turning off the aeration system would likely drop the phosphorus concentration by 10—30% in the upper layers of the lake
3. An in-lake alum treatment would help meet water quality goals. After treatments are done, using the aeration system again would be an option.

Engineer Wilson recommended that aerators be turned off during summer months until an alum treatment can be implemented.

Chair de Lambert asked what the BCWMC should do now. Administrator Jester explained that the Commission might want to consider an alum treatment for a future CIP project. Engineer Wilson commented that alum treatments are significant projects and would cost approximately \$400,000-500,000 in Sweeney Lake. Administrator Jester also reported that this same presentation was given to a group of 23 lake residents on August 1st. She noted that the meeting included great small group and large group discussions about the health and status of the lake now and over the years. She noted the residents agreed it probably doesn't make sense to keep the aerators on in the summer and that they should continue to converse about how and when to implement an alum treatment.

Alt. Commissioner McDonald Black asked about the cost per pound of phosphorus removal for alum treatment and Engineer Wilson replied that it is generally the most economical project on a cost per pound removal basis.

A discussion of phosphorus sources ensued. Engineer Wilson pointed out that the Total Maximum Daily Load Study performed in 2011 assigned an almost even split between internal and external phosphorus loads. Commission Engineer Chandler added that the watershed best management practices (BMPs) already put in place over the last several years have helped reduce the external loading and she noted there is definitely less phosphorus from Schaper Pond coming into the lake now.

Commissioner Scanlan asked about education and outreach to the residents regarding actions they can take to reduce external phosphorus loads. TAC member, Eric Eckman, replied that there is a robust educational effort in that area.

Administrator Jester noted it may be difficult to get State grants for an alum treatment because the public access on Sweeney is limited to a canoe launch. Commissioner Prom noted that Bass Lake in his community received State grant funds for an alum treatment and that the lake doesn't have public boat access, only a public pier. Administrator Jester indicated she would follow up with BWSR on the likelihood of receiving grant funds for such a project on Sweeney.

5. PUBLIC HEARING

At 9:17 Chair de Lambert opened the public hearing to receive comments on proposed 2019 CIP Projects: DeCola Ponds B & C Improvement Project (BC-2,3,8) and Westwood Lake Water Quality Improvement Project (WST-2). There were no members from the public present and no questions or comments from Commissioners. The hearing was closed at 9:18 a.m.

6. BUSINESS

A. Consider Approval of Resolution 18-05 Ordering 2019 improvements

- i. Ordering 2019 improvements
- ii. Making Findings Pursuant to Minnesota Statutes Section 103B.251
- iii. Certifying Costs to Hennepin County

- iv. Approving Agreement with City of Golden Valley for Construction of DeCola Ponds B & C Improvement Project (BC-2,3,8)
- v. Approving Agreement with City of St. Louis Park for Construction of Westwood Lake Water Quality Improvement Project (WST-2)

Administrator Jester noted the various actions the resolution covers (as noted above) and gave a brief overview of the recommended 2019 final tax levy which is the same as the maximum levy submitted to Hennepin County earlier in the year. She also noted that the agreements with the cities had been reviewed by the Commission Counsel Gilchrist and city attorneys and appropriately revised.

MOTION: Commissioner Scanlan moved to approve Resolution 18-05. Commissioner Harwell seconded the motion. Upon a vote, the motion carried 5-1. [Cities of Crystal, Minneapolis, and Minnetonka absent from the vote. City of Plymouth voted against the motion. Commissioner Prom noted that he was opposed to the Westwood Lake Project.]

B. Consider Approval of 90% Design Plans for Westwood Lake Improvement Project (WST-2)

Michelle Kimble, from Barr Engineering, reviewed the 90% designs for the Westwood Lake. She noted there were no major changes from the 50% plans, aside from more detail to the components and the educational pieces. She reported on the five key components:

1. Pumps, storm sewer, and structures. The storm sewer and structures will store stormwater runoff from a majority of the building roof and the surrounding areas on the north side of the building. Solar- and hand-powered pumps, located on a patio, will be used to pump the water from the underground storage to the upstream end of the constructed stream. The pump patio will also include a large sign describing the hydrologic cycle, how the system mimics the cycle, and how this connects to everyday life.

A rain gauge and manhole will be installed near the pump patio to show how much water is in the underground storage. Staff will be able to measure, or have children measure, the amount of rainfall in the rain gauge on a daily basis, and equate that to how full the storage pipes are. Staff can also create curriculum about the hydrologic cycle, and illustrate concepts like infiltration and evaporation with the system.

2. Intermittent stream and small lined ponds. The runoff and pumped water will flow through a series of lined ponds, stream sections, and trench drains at three locations.

3. Bog. A bog will be created near the building, adjacent to the lower pool. The bog is a modification from the feasibility study, but it furthers the BCWMC goals of increasing water quality treatment and providing educational opportunities, as well as unique habitat. The water source for the bog will be the solar pump that will pump water from the underground storage to the bog. Educational signage will be included at the east end of the bog, and nature center staff plan to build a curriculum around bogs to teach children more about the habitat.

4. Access points. The stream will have several access points for people to explore. Access will be achieved through stone steps leading from sidewalks to the bottom of the stream.

5. System overflow. When the underground storage and above ground sand filter area are full, water will overflow into a biofiltration basin to the west. If the biofiltration basin is full, water will overtop the trail to the west and flow into Turtle Pond or down to Westwood Lake.

Chair de Lambert asked about a sign dedicated to the watershed. Administrator Jester noted there is \$11,000 left in the CIP budget that can be used to design and fabricate a sign. She recommended engaging the Education Committee to

help develop the content and graphics for the sign. Commissioner Harwell asked if BCWMC logo will be on the signs. Engineer Kimble confirmed that would be the case. Commissioner Harwell also asked if an educational sign about chlorides could be developed. Engineer Kimble noted that it would make sense to include that messaging near the porous portion of the parking lot and that she would discuss that with nature center staff.

MOTION: Commissioner Scanlan moved to approve the 90% Design Plans for Westwood Lake Improvement Project (WST-2). Alt. Commissioner Holter seconded the motion. Upon a vote, the motion carried 5-1. [Cities of Crystal, Minneapolis, and Minnetonka absent from the vote, City of Plymouth voted against the motion.]

D. Review Status of 2018 Operating Budget

Administrator Jester walked through the over-budget items including the Sweeney Lake Aeration Study. She reminded commissioners that the study was inadvertently left out of the 2018 budget and was therefore already at a deficit of \$20,760. Administrator Jester reported that in addition to the budget deficit for this study, the study ended up costing much more to complete than originally estimated. Engineer Chandler provided explanations for the over-budget Sweeney Lake Aeration Study work, noting that the modeling was intense and faster than their budget tracking. She noted that a new model was used that took extra time to learn and troubleshoot; the model had bugs and Barr had to pay the model developer to help fix the bugs. She explained that she typically brings situations like these to clients' attention earlier, and apologized for it not happening for this project. Engineer Chandler said that in June it was realized that there would be problem, but she didn't know the extent of the problem until later in July, so it was difficult to bring the additional costs to the Commission any sooner. She also noted that there was unanticipated civic engagement work that included developing a complex PowerPoint presentation for a public meeting, a longer fact sheet, and more engagement and questions from residents. Engineer Chandler reported that Barr Engineering was covering \$4,700 of the budget overage. It was noted that the City of Golden Valley offered to pay \$5,000 toward the civic engagement tasks, which brings the total over-budget amount to \$39,260.

Commissioner Harwell commented that she can appreciate the complexity of the model which resulted in a quality product.

Administrator Jester noted that the Commission had several options moving forward including paying the Commission Engineer for the total over-budget amount (less city and Barr contributions), not paying any of the over-budget amount because the proposal for the work was considered a "not to exceed" amount, or some combination of the two. She recommended that the Commission pay the entire over-budget amount because it was real work that was performed on behalf of the Commission.

MOTION: Alt. Commissioner Crough moved to pay the budget amount (less Golden Valley and Barr Engineering contributions) to Barr Engineering. Alt. Commissioner Holter seconded the motion.

Discussion: Commissioner Prom suggested that Golden Valley pay half of the over-budget amount. TAC member Jeff Oliver indicated the city didn't have funds to pay half.

Upon a vote, the motion carried 6-0. [Cities of Crystal, Minneapolis, and Minnetonka absent from the vote.]

There was further discussion after the vote about whether a policy was needed regarding paying for work when it goes over budget. Chair de Lambert replied that he didn't think a policy is needed for isolated incidences like this. Commissioner Prom said he thought that was fair.

Administrator Jester walked the Commission through the second part of the budget issues noting several areas that are or are expected to be over budget by the end of the fiscal year including non-fee/preliminary reviews, and municipal plan reviews. She also noted areas that are expected to be under budget by the end of the year. She reported that overall, she expects the total 2018 Operating Budget to be approximately \$48,700 over budget and that amount would come from the fund balance. She noted the resulting fund balance would still be within the accounting guidance to remain at approximately 50% of annual operating costs. She recommended that the Commission acknowledge the situation and monitor future activities and expenditures closely.

MOTION: Commissioner Scanlan moved to address the budget situation monthly. Commissioner Prom seconded the motion.

Discussion: Alt. Commissioner Byrnes noted that the budget should be better balanced when developing the 2020 budget. Alt. Commissioner McDonald Black noted that the Operating Budget has been relying on use of the fund balance for years and that will need to end in 2020.

Upon a vote, the motion carried 6-0. [Cities of Crystal, Minneapolis, and Minnetonka absent from the vote.]

E. Consider Approval of 2019 Operating Budget

Administrator Jester recommended approval of the budget as proposed in May. TAC member Derek Asche added that he appreciated keeping the assessment under a 3% increase.

MOTION: Commissioner Harwell moved to approve the 2019 operating budget as presented. Commissioner Prom seconded the motion. Upon a vote, the motion carried 6-0. [Cities of Crystal, Minneapolis, and Minnetonka absent from the vote.]

7. COMMUNICATIONS

A. Administrator's Report – Administrator Jester noted her written report in the meeting packet. She also reminded commissioners about the September 15th Golden Valley Arts and Music Festival, noting she was looking for volunteers for the BCWMC table. Commissioner Scanlan volunteered. She further noted the following:

- i. Master Water Stewards Recruitment – Looking for people interested in becoming a Master Water Steward. Informational meetings are coming up.
- ii. Update on Smart Salt Certification Course – Cities were asked to help recruit participants.
- iii. Update on Water Resources Conference Abstract Submittal – An abstract for a presentation on the BCWMC AIS Rapid Response Plan was accepted.

B. Chair

Nothing to report

C. Commissioners

- i. Scanlan thanked staff for their hard work. Crough (unofficially) seconded it.

D. TAC Members

Nothing to report

E. Committees

- i. CIP Prioritization Committee met

F. Legal Counsel

Nothing to report. Thanked Administrator for drafting documents to make his time more efficient.

G. Engineer

- i. AIS in Medicine Lake: Starry stonewort has been found in Medicine Lake, approximately 14 acres in and around the boat launch in French Regional Park. Three Rivers Park District is working with the MnDNR on treatments through the rest of the summer and the launch inspections have increased.
- ii. Zebra mussels are reproducing in Medicine Lake according to an MnDNR scuba survey. Barr would like to have a discussion with TRPD and MnDNR about treatment and control.
- iii. Schaper Pond survey indicates huge number of carp; a more formal report and recommendations will come to a future meeting.

8. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates Chart <http://www.bassettcreekwmo.org/projects>
- C. Grant Tracking Summary and Spreadsheet
- D. Final Grant Report: Clean Water Fund, Northwood Lake Improvement Project
- E. Interim Grant Report: Met Council Stormwater Harrison Neighborhood Project
- F. WCA Notices of Application and Decision, Plymouth

9. ADJOURNMENT

The meeting adjourned at 10:28 a.m.

Signature/Title Date

Signature/Title Date