

Bassett Creek Watershed Management Commission 2013 Annual Report



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



May 2014

Bassett Creek Watershed Management Commission 2013 Annual Report

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Cover photo: Main Stem Stream Restoration Project, Golden Valley, Minnesota
(Photo credit: Laura Jester)

Bassett Creek Watershed Management Commission (BCWMC)



Executive Summary: 2013 Annual Report

BCWMC's 2013 Activities & Achievements

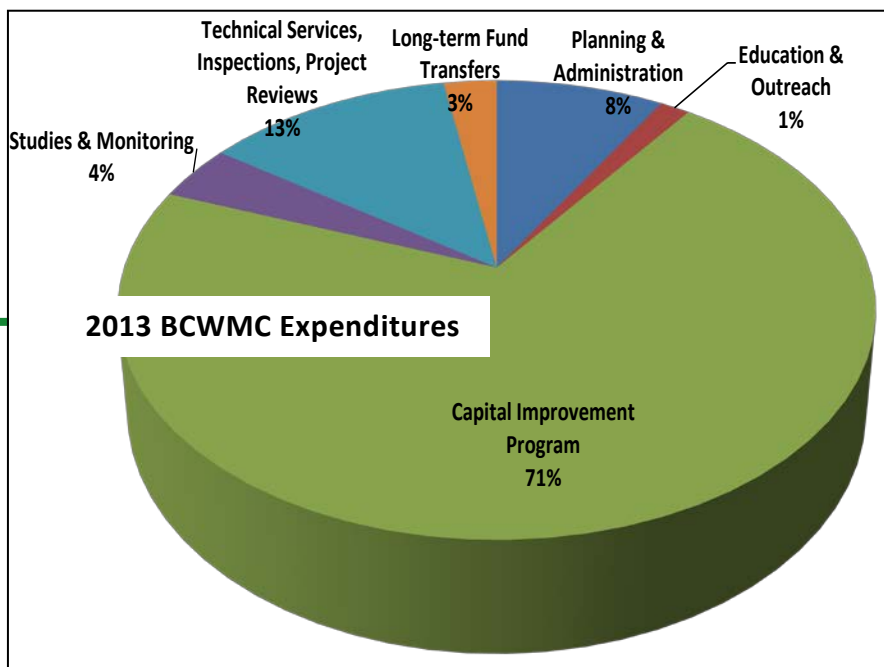
The Executive Summary highlights the Bassett Creek Watershed Management Commission's work and accomplishments during its fiscal year 2013 (February 1, 2013 - January 31, 2014) in the following areas: capital improvements program, water quality activities, education activities, and the Next Generation 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 in Appendix A 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.

I. Annual Activity Report

This annual report covers the Bassett Creek Watershed Management Commission's (BCWMC) activities for fiscal year 2013 (February 1, 2013—January 31, 2014). The BCWMC Annual Report was prepared to meet the Annual Reporting Requirements as set forth in Minnesota Rules Chapter 8410.0150, subparts 1, 2, and 3.

A. 2013 Commissioners

Municipality / Term Expiration	Commissioners	Alternates
Crystal February 1, 2015	Guy Mueller (effective Aug 20, 2013) 2703 Brookridge Avenue N. Crystal, MN 55422 763-218-6418 guymueller1@gmail.com Daniel Johnson (until June 2013) 5801 29 th Avenue North Crystal, MN 55422 763-541-9006 danjohanson57@hotmail.com	Vacant Guy Mueller (until Aug 20, 2013) 2703 Brookridge Avenue N. Crystal, MN 55422 763-218-6418 guymueller1@gmail.com
Golden Valley February 1, 2015	Stacy Hoschka, Treasurer 6400 Golden Valley Road Golden Valley, MN 55427 763-529-4723 Harwell.hoschka@gmail.com	David Hanson 1030 Angelo Drive Golden Valley, MN 55422 763-588-1478 davewhanson@gmail.com
Medicine Lake February 1, 2015	Clint Carlson (effective August 2013) 202 Peninsula Road Medicine Lake, MN 55441 763-242-6645 cacarlson@comcast.net Ted Hoshal, Secretary (until August 2013) 6960 Madison Avenue West, Suite 2 Minneapolis, MN 55427-3627 763-541-1140 dthoshal@luma-gard.com	John O'Toole 181 Peninsula Road Medicine Lake, MN 55441-4113 mhgo@comcast.net
Minneapolis February 1, 2016	Michael Welch 212 Thomas Avenue S. Minneapolis, MN 55405 612-385-6885 mjewelch@gmail.com	Lisa Goddard 214 Logan Avenue North Minneapolis, MN 55405 763-475-0010 lgoddard@srfconsulting.com
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New Hope February 1, 2016	John Elder City of New Hope 4401 Xylon Ave. N. New Hope, MN 55428 763-531-5100 jelder@ci.new-hope.mn.us	Pat Crough 9320 46 th Avenue North New Hope, MN 55428 763-533-3802 (office) 612-741-7045 (cell)

Municipality / Term Expiration	Commissioners	Alternates
Plymouth February 1, 2017	Ginny Black, Chair Plymouth City Hall 3400 Plymouth Blvd Plymouth 55447 763-509-5004 gblack@plymouthmn.gov	David Tobelmann 415 Sycamore Lane Plymouth, MN 55441 651-356-9226 dtobelmann@gmail.com
Robbinsdale February 1, 2017	Wayne Sicora 3706 Abbott Ave. North Robbinsdale 55422 763-532-8165 Wayne.sicora@gmail.com	Vacant
St. Louis Park February 1, 2017	Jim de Lambert, Vice Chair 9257 West 22 nd Lane St. Louis Park, MN 55426 763-489-3150 jimd@liesch.com	Justin Riss 3732 Penn Ave S. St. Louis Park 55426 justinriss@yahoo.com

B. BCWMC Staff and Consultants

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C. BCWMC Goals

Description of Overall Goals

The BCWMC's general goals fall under the categories of water quality, flood control, erosion and sediment control, stream restoration, wetland management, groundwater, public ditches, and public involvement and information. The goals are to:

- Manage the water resources of the watershed, with input from the public, so that the beneficial uses of wetlands, lakes, and streams remain available to the community.
- Improve the quality of stormwater runoff reaching the Mississippi River by reducing the nonpoint source pollution (including sediment) carried as stormwater runoff.
- Protect and enhance fish and wildlife habitat and maintain shoreland integrity.
- Reduce flooding along the Bassett Creek trunk system which is defined as:
 - a. The main channel from Medicine Lake to the Mississippi River.
 - b. The North Branch from upstream of County Road 9 to its junctions with the Main Stem near T.H. 100.
 - c. The Sweeney Lake Branch, from its source in Section 5, T29N, R21W to its junction with the Main Stem downstream of Sweeney Lake.
 - d. Plymouth Creek, from the point where it intersects with Highway 55 in Section 17, T228N, R22W to Medicine Lake, including the lake.
 - e. The designated water quantity and water quality storage facilities.
 - f. All other drains designated as trunks by the BCWMC.
- Protect human life, property, and surface water systems that could be damaged by flood events.
- Regulate stormwater runoff discharges and volumes to minimize flood problems, flood damages, and the future costs of stormwater management systems.
- Provide leadership and assist member cities with coordination of intercommunity stormwater runoff planning and design.
- 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.

- Implement soil protection and sedimentation controls whenever necessary to maintain health, safety, and welfare.
- Implement stream restoration measures whenever necessary to maintain health, safety, and welfare.
- Maintain or enhance the natural beauty and wildlife habitat value of Bassett Creek.
- Achieve no net loss of wetlands in the BCWMC, in conformance with the Minnesota Wetland Conservation Act (WCA) and associated rules.
- Protect the quantity and quality of groundwater resources.
- Manage public ditches in a manner that recognizes their current use as urban drainage systems.
- Raise awareness of the watershed's existence and the role that the BCWMC plays in protecting water quality and preserving the watershed's health and aesthetics.
- Enable the target audiences to have confidence in the BCWMC's expertise and participate in a meaningful way in the planning process and ongoing projects conducted by the BCWMC.
- Raise awareness of the impact that individuals, businesses, and organizations have upon water quality and motivate these audiences to change personal/corporate behavior that has a negative impact on water quality and the watershed.

D. 2013 Work Activities Completed

In addition to the activities described in the Executive Summary, the BCWMC conducted the following activities in 2013. Work associated with review of development proposals is listed in Section E. Work related to water quality monitoring is addressed in Section F.

- **Capital Improvements Program (CIP)**—The BCWMC continued to implement its capital improvements program. In 2013, these achievements included:
 1. Progress on CIP projects. The following CIP projects were completed or underway in 2013:
 - Bassett Creek Main Stem streambank restoration project in Golden Valley, from Wisconsin Avenue to Rhode Island Avenue and from Duluth Street to the Golden Valley – Crystal boundary. This project was completed in 2013.
 - North Branch of Bassett Creek streambank restoration project in the City of Crystal, from 32nd Avenue North to Douglas Drive North. This project was completed in 2013.
 - Wirth Lake Outlet Modification Project in Golden Valley. This TMDL implementation project significantly improved Wirth Lake water quality by preventing backflow of water from Bassett Creek into Wirth Lake. Construction on the new outlet was substantially completed in November 2012 with final completion in 2013. The new outlet consists of a concrete structure containing two rubber check valves. Wirth Lake is now proposed for removal from the State’s Impaired Waters List in 2014.
 - Sweeney Lake Outlet Replacement Project in Golden Valley. The new outlet was substantially complete in 2012 with final completion in 2013. This project was funded using BCWMC flood control project long term maintenance funds.
 - Main Stem channel restoration, Golden Valley Rd. to Irving Avenue N. (Cedar Lake Rd.), in Minneapolis and Golden Valley. This project is currently underway. An informational open house for residents was held in March 2013. 50% project plans were approved in September 2013.
 - Four Seasons Mall Area Water Quality Project in Plymouth. 50% project plans were approved in August 2013. 90% project plans were approved but with additional information requested in September 2013. Due to significant concerns from local residents, the project is delayed while alternatives are considered.

- Lakeview Park Pond Project in Golden Valley. The Technical Advisory Committee and Commission considered technical issues with the project that could potentially impact surrounding properties. This project is delayed while alternatives are considered.
- A major plan amendment was submitted to, and approved by, BWSR and adopted by the BCWMC in 2013 to revise the BCWMC's 10-year CIP (Table 12-2):
 - Adding a project for 2014 (SL-3) to modify Schaper Pond, located immediately upstream of Sweeney Lake, to improve the pond's ability to remove phosphorus, and help meet the Sweeney Lake TMDL phosphorus removal goals.
 - Adding a project for 2014 (BC-7) to construct a water quality treatment pond (in the Briarwood-Dawnview area) in the Main Stem watershed to reduce phosphorus loading to Bassett Creek.
 - Adding a project for 2014 (TW-2) to provide in-lake alum treatment of Twin Lake, to address internal phosphorus loading issues in the lake and prevent further water quality degradation.

At their September 19, 2013 meeting, the BCWMC passed resolution 13-04 approving the major plan amendment.

- At their September 19, 2013 meeting, the BCWMC passed resolution 13-05 ordering construction of the BCWMC's 2014 CIP projects: Twin Lake In-Lake Alum Treatment Project, Briarwood Dawnview Water Quality Improvement Project, and Schaper Pond Diversion Project.
- Twin Lake in Golden Valley. Feasibility study was approved in February 2013 with recommendation of in-lake alum treatment and further investigation of the fishery ordered as part of the project design. Fish surveys were performed by the MDNR and Blue Water Science in September 2013. Further analysis of fish and water quality data are ongoing. Alum treatment for Twin Lake is potentially slated for fall 2014.
- Briarwood Dawnview Water Quality Improvement Project in Golden Valley. Final feasibility study was approved in April 2013. Project design is underway.
- Schaper Pond Diversion Project in Golden Valley. Meetings held with MPCA and MDNR regarding the permitting of this project. Additional water quality and wetland impact analyses completed. Continuing to negotiate implementation of project with State regulators while also considering other alternatives.
- Main Stem Bassett Creek Channel Restoration 10th Ave. to Duluth St. Golden Valley. Agreement with City of Golden Valley to prepare feasibility report for this project approved in May 2013 with a revision approved in November 2013.

2. BWSR Clean Water Fund Grant Administration:

- a. Applying for a Clean Water Fund Grant for the BCWMC's Briarwood/Dawnview Water Quality Improvement CIP project in Golden Valley.
- b. Submitting project updates, reports, etc. for the BWSR Clean Water Fund Grants for the following BCWMC CIP projects:
 - i. Wirth Lake Outlet Modification, in Golden Valley (2011 Grant)
 - ii. Main Stem channel restoration, Golden Valley Rd. to Irving Avenue N. (Cedar Lake Rd.), in Minneapolis and Golden Valley (2012 Grant)
- c. Closing out the 2011 Clean Water Fund Grant for the following BCWMC CIP project:
 - i. Wirth Lake Outlet Modification, in Golden Valley

The BCWMC's 10-year capital improvements plan and potential future water quality capital improvements plan are included in the BCWMC *Watershed Management Plan* (September 2004). The table listing the BCWMC's capital improvement projects, updated to include all of the plan amendments, is appended.

- **Watershed Management Plan**—In 2013 the BCWMC implemented its Capital Improvements Program and its annual water quality and flood control programs as described in the BCWMC's *Watershed Management Plan*. Additionally, the BCWMC undertook a major plan amendment to revise its 10-year CIP (Table 12-2):

- Adding a project for 2014 (SL-3) to modify Schaper Pond, located immediately upstream of Sweeney Lake, to improve the pond's ability to remove phosphorus, and help meet the Sweeney Lake TMDL phosphorus removal goals.
- Adding a project for 2014 (BC-7) to construct a water quality treatment pond in the Briarwood-Dawnview area of Golden Valley in the Main Stem watershed to reduce phosphorus loading to Bassett Creek.
- Adding a project for 2014 (TW-2) to provide in-lake alum treatment of Twin Lake in Golden Valley, to address internal phosphorus loading issues in the lake and prevent further water quality degradation.

The BCWMC held a public meeting on the proposed amendment at its May 16th meeting and continued the public meeting to its June 20th. At their September 19, 2013 meeting, the BCWMC passed resolution 13-04 approving the major plan amendment.

- **Next Generation Watershed Management Plan**—In 2013, the BCWMC continued to develop its next generation Watershed Management Plan through the following activities:
 - Monthly meetings of the Next Generation Plan Steering Committee to develop goals and policies
 - January workshop to review gaps analysis and determine level of discussion expected on certain topics
 - Refinement of plan process timeline and budget
 - Execution of Watershed Assessment and Visioning Exercise (WAVE) throughout watershed including
 - Online survey of residents to determine important issues and activities where the Commission should focus can focus its work over the next decade. The survey was available online February – June 2013 and was completed by 174 people.
 - Small group meetings with council members, commission members, and/or staff in every member city to gather ideas and to understand issues in each city
 - June Watershed Summit, professionally facilitated, to prioritize issues identified through the survey
 - October workshop – finalization of goals and discussion of some policies
 - Development of policies regarding water quality, flooding and rate control, groundwater, and erosion and sediment control. Priority waterbodies and water quality standards were also developed.
- **Watershed-wide XP-SWMM Model**—In 2013, the BCWMC completed updating the Bassett Creek watershed hydrologic and hydraulic (H & H) models to XP-SWMM. The updated model will allow the Commission to evaluate the impact of structure modifications and other projects on the creek and other major waterbodies in the watershed. A more detailed (Phase II) of the XP-SWMM model was also discussed as a possible project by the Commission for 2014.
- **Watershed-wide P8 Water Quality Model**—In 2013, the BCWMC completed updating the Bassett Creek watershed water quality modeling. The updated P-8 water quality model will provide a key tool for the Commission to use in tracking the progress of the BCWMC and the MS4s

towards TMDL implementation for impaired water bodies, not only within BCWMC, but also downstream of Bassett Creek. When projects are proposed and/or completed, the updated P8 model can be used to estimate the loading reduction that will be achieved by the projects. The updated P8 model can also be used to evaluate the effect of proposed projects, such as projects that come under Commission review and Commission CIP projects. The member cities can also use the model to evaluate individual BMPs in their cities.

- **Capital Improvement Project (CIP) Reserve Account** - In 2005 the BCWMC established a \$250,000 reserve fund to address shortages in available funding in any given year for construction of water quality CIP projects. The BCWMC agreed to revisit the reserve account policy each year. In 2013 the BCWMC made no changes to the policy.
- **Annual Report**—The BCWMC prepared the 2012 Annual Report as set forth in the Minnesota Rules Chapter 8410.0150. The report was submitted to the Board of Water and Soil Resources and is available online at the Bassett Creek Watershed Management Commission website at <http://www.bassettcreekwmo.org>.
- **Citizen Involvement**— The BCWMC encourages citizen participation, including providing an opportunity at each monthly BCWMC meeting for the Commission to hear citizen-input about agenda and non-agenda items. The BCWMC posts its meeting calendar, upcoming meeting agendas, meeting materials, and previous meeting minutes on its website (www.bassettcreekwmo.org) to provide citizens an opportunity to attend BCWMC and BCWMC Committee meetings and to monitor BCWMC actions. The BCWMC notified the public and the member cities of and held public meetings on May 16 which was continued to June 20, 2013 to receive comments on the proposed major plan amendment to the BCWMC's *Watershed Management Plan*. Also, the BCWMC notified the public and the member cities and held a public hearing on September 19, 2013, regarding the proposed CIP projects including Schaper Pond diversion project, the Briarwood/Dawnview water quality improvement project and the Twin Lake in-lake alum treatment project, all in Golden Valley. Additionally, as part of its next generation Watershed Management Plan development, the BCWMC posted an online survey for residents, held multiple small group meetings in each member city, and held a public Watershed Summit to gather further input from residents and to prioritize issues.
- **Water Quantity**—The BCWMC continued its lake- and stream-gauging program. The lake-gauging program consisted of collecting lake-level readings at Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane Lake (Ridgedale Pond), Northwood Lake and the Theodore Wirth Park storage

area (upstream of the Highway 55 control structure). Lake levels were measured twice per month between April and September, and once per month taken outside this period.

The stream-gauging program consisted of periodically surveying stages or inspecting the creek during periods of high flow. The BCWMC also participated with the Metropolitan Council and Minneapolis Park and Recreation Board on the watershed outlet monitoring program (WOMP) designed to continuously monitor flow and water quality.

- **Watershed Inspection** —The BCWMC performed monthly erosion control inspections of construction sites within the watershed. Following each inspection, a letter was prepared and sent to the applicable municipality listing construction projects and the improvement needed for effective erosion control. The inspections were performed April through August. The BCWMC cancelled the September and October inspections as a cost savings measure.
- **Flood Control Project Inspection** - The BCWMC cancelled its 2013 flood control project inspection due to budget issues. During 2013, the BCWMC relied on the cities to perform routine inspections and maintenance (based on respective 2012 BCWMC inspection reports). A visual inspection of the Medicine Lake Dam was performed on October 11, 2013.
- **Development Proposals**—The BCWMC reviewed 41 development proposals in the watershed for conformance to water quality and flooding policies. As a comparison, the BCWMC reviewed 37, 32 and 28 development proposals respectively in 2012, 2011 and 2010, See Section E: Project Reviews.
- **Review of Adjacent WMO Plans/Plan Amendments**—In 2013, the BCWMC did not receive any requests to review plans or plan amendments for any adjacent WMOs.
- **Technical Advisory Committee**—Technical Advisory Committee meetings are open to the public and the meeting times and dates are posted on the BCWMC’s website as well as at the BCWMC’s official notice posting site of Golden Valley City Hall. The BCWMC directed its Technical Advisory Committee (TAC) to meet seven times during the 2013 fiscal year (February 7, April 4, June 6, July 29, October 7, November 7, and January 7) to review and work on the following items:
 1. Creation of the BCWMC’s Capital Improvement Program for 2015-2019, including projects to be added to it and the Commission’s annual timeline for updating it;
 2. Various improvements to the CIP process including development of CIP project fact sheets, development of criteria/ required components of feasibility studies, development of criteria list for CIP projects to be included in next generation Watershed Management Plan
 3. Review of letters of interest proposals for engineering and technical services related to bi-annual solicitation of proposal for service
 4. Development of Roles and Responsibilities document

5. Issues related to the Lakeview Park Pond CIP project
6. Finalization of the XP-SWMM and P8 models including recommendations on their use, ownership, maintenance, and possibility of a second phase (more detail) for XP-SWMM model
7. Refinement of “Trunk System” definition (components)
8. Review fees for development and projects and how the cities incorporate BCWMC reviews into their own review processes
9. Maintenance of Flood Control Project components
10. Development of 2016 – 2020 CIP Project list

- **Resolutions**—The BCWMC passed 7 resolutions in 2013. Copies of the resolutions are included in Appendix B.

- **Impaired Waters and Total Maximum Daily Loads (TMDL) Studies** - The following water bodies in the Bassett Creek Watershed are listed in the Minnesota Pollution Control Agency’s (MPCA) Draft 2014 “*Inventory of Impaired Waters*”. The inventory includes listings of (1) impaired waters that require the development of a TMDL study, (2) impaired waters that have an approved TMDL study, but are not yet meeting water quality standards, and (3) impaired waters from natural causes that do not require a TMDL study. The inventory is available at the MPCA’s Impaired Waters website: <http://www.pca.state.mn.us/water/tmdl/tmdl-303dlist.html>.

Water Body (Lake/River ID #)	Pollutant or Stressor (Year of Listing)
Bassett Creek from Medicine Lake to Mississippi River (07010206-538)	Fish bioassessments (2004) Fecal coliform (2008) Chloride (2010)
Plymouth Creek from Headwaters to Medicine Lake (07010206-526)	E. coli (2014) Chloride (2014) ²
North Branch Bassett Creek from Northwood Lake to Bassett Creek (07010206-526)	E. coli (2014) ²
Sweeney Lake (27-0035-01)	Nutrient/Eutrophication Biological indicators (2004) Chloride (2014) ²
Wirth Lake (27-0037-00)	Nutrient/Eutrophication Biological indicators (2002) ³ Mercury in fish tissue (1998) ¹
Medicine Lake (27-0104-00)	Nutrient/Eutrophication Biological indicators (2004) Mercury in fish tissue (2004) ¹
Parkers Lake (27-0107-00)	Mercury in fish tissue (1998) Chloride (2014) ²
Spring Lake (27-0654-00)	Chloride (2014) ²
Northwood Lake (27-0627-00)	Nutrient/Eutrophication Biological indicators (2004)

¹ The MPCA completed a statewide mercury TMDL that was approved 2007

² MPCA proposed several new impairment listings for chloride in September, 2013. Following responses to comments, these listings remained on the 2014 Proposed Impaired Waters List (updated 4/15/2014).

³ See discussion below for likely delisting of Wirth Lake for this impairment in 2014

- **Bassett Creek Fish Bioassessment Listing**—In the Final EPA-Approved MPCA 2004 CWA 303(d) *List of Impaired Waters*, the Main Stem of Bassett Creek, from Medicine Lake to the Mississippi River, was listed as impaired for fish (biota). In response to this listing, the MPCA completed fish sampling of the creek in 2008. The MPCA is currently reviewing the existing biota standards/listing criteria. The TMDL will be completed as part of the future watershed-wide TMDL (see “Watershed-wide TMDL”).
- **Bassett Creek Fecal Coliform Listing and E. coli listings for Plymouth Creek and North Branch, Bassett Creek** —In the 2008 *Final TMDL List Inventory of all Impaired Waters*, Bassett Creek, from Medicine Lake to the Mississippi River, was listed as impaired for fecal coliform. In response to this listing, the BCWMC and the MPCA cooperated in collecting and analyzing E. coli samples of Bassett Creek between July 2008 and June 2010. The samples confirmed the presence of E. coli bacteria. The Bassett Creek watershed is included in the Upper Mississippi River Bacteria TMDL project, which is currently underway. Additional data for the Upper Mississippi River E. coli TMDL was collected in 2010 and 2011, and identification of the likely sources of bacteria pollution began in 2011 and continued in 2013. Stakeholder meetings also continued in 2013. The draft TMDL report incorporated the draft 2014 impaired waters listings for E. coli in Plymouth Creek and North Branch, Bassett Creek, and is undergoing review and comment during 2014. The Upper Mississippi River E. coli TMDL project website maintained by the MPCA is at <http://www.pca.state.mn.us/water/tmdl/project-uppermiss-bacteria.html>.
- **Sweeney Lake TMDL Study**—In the *Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters*, Sweeney Lake was listed as impaired due to excess nutrients (phosphorus). The TMDL was approved on August 10, 2011.
- **Wirth Lake TMDL Study**—In the *Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters*, Wirth Lake was listed as impaired due to excess nutrients (phosphorus in amounts greater than the state’s goal of 40 micrograms per liter). The Wirth Lake TMDL and implementation plan were approved October 25, 2010. The implementation plan identified one project—modifying the Wirth Lake outlet structure to prevent flow from Bassett Creek to Wirth Lake during flood periods—to achieve the annual load reductions prescribed in the TMDL. The Wirth Lake Outlet Modification Project is estimated to reduce phosphorus loading to the lake by an average of 55 pounds per year. The project was substantially completed in November 2012. A detailed comparison of the lake water quality during the past ten years with MPCA’s eutrophication

standards revealed that Wirth Lake was no longer impaired for excess nutrients. A request for re-categorization was submitted to MPCA in October, 2013. In December, 2013 the BCWMC submitted a technical memorandum to MPCA requesting delisting of Wirth Lake for nutrient/eutrophication biological indicators. The memo provided a detailed water quality evaluation for MPCA consideration during the formal comment period for development of the draft 2014 impaired waters list.

- **Medicine Lake TMDL Study**—In the *Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters*, Medicine Lake was listed as impaired due to excess nutrients (phosphorus). The TMDL and implementation plan were approved on February 8, 2011.
- **Watershed-wide TMDL**—In 2011, the MPCA indicated that funding for a watershed-wide TMDL for the Bassett Creek watershed would be available in 2020 or later. The watershed-wide TMDL would cover the current Bassett Creek and Northwood Lake impairments, along with any future listings between now and 2020.
- **Twin Cities Metro Area (TCMA) Chloride Project**—In the *2014 Draft TMDL List Inventory of all Impaired Waters*, MPCA proposed several new impairment listings for chloride in September, 2013. Following responses to comments from BCWMC, five listings (tabulated above) remained on the 2014 Proposed Impaired Waters List (updated 4/15/2014). Based on the available monitoring data for chloride, four BCWMC water bodies—Northeast drainage to Medicine Lake, the Rockford Road drainage to Medicine Lake, Wirth Lake and Medicine Lake, were placed in a category of high risk waters, which can be viewed as a watch list for future changes. During 2014, it is anticipated that MPCA will develop and release a draft TCMA Chloride Management Plan that is intended to balance the public safety needs for deicing with attainment of the chronic and acute water quality standards for chloride. This management plan will include a performance-based approach for meeting chloride TMDLs and is also intended to protect water bodies with water quality that is currently better than the standard. A winter maintenance assessment tool is being developed during 2014 to support TMDL implementation efforts.
- **TMDL Implementation Reporting**— Although the BCWMC is not a MS4, the Wirth Lake, Medicine Lake, and Sweeney Lake TMDLs assigned the BCWMC a role in the implementation of the TMDLs. For example, the Medicine Lake TMDL calls for the BCWMC to serve as the “convener of action for the categorical TMDL, but not as a responsible entity.” The BCWMC’s interpretation of this role is that the BCWMC should track implementation of the TMDLs, which would likely include the following tasks:
 - Reporting on TMDL implementation activities to the MPCA. TMDL progress reports will be due one year after the MPCA issues the new MS4 permit. However, the new MS4 permit

was not issued in 2012, so the BCWMC did not develop the implementation reports. The new MS4 permit became effective on August 1, 2013, which means the TMDL progress reports will be due one year after that, in 2014.

- Estimating and reporting progress towards achieving the assigned wasteload allocations. The BCWMC's watershed P8 model was completed in 2013 and will be an essential tool for estimating reductions in phosphorus loading.
- Monitoring lake water quality on an annual basis. See Section F "2013 Water Quality Monitoring Data and Studies" regarding monitoring of these lakes in 2013.

E. 2013 BCWMC Project Reviews

The following table, *Proposed projects reviewed by BCWMC in fiscal year 2013* includes development proposals and other plans that were submitted to the BCWMC for review. The list does not include review of capital improvement projects.

Proposed projects reviewed by BCWMC in fiscal year 2013¹

Appl. Form	Project Name	Date Submitted	City	Type
2012-22	Gateway Assisted Living	9/17/2012	SLP	Multi-residential
2012-25	Boone Ave Convenience Center & Retail	10/22/2012	GV	Commercial
2012-32	Golden Valley Pavement Mgmt Project (PMP)	1/17/2013	GV	Public Agency
2012-33	1-GV-461 Relief Force Main	1/17/2013	GV	Public Agency
2013-01	The Tiburon	2/1/2013	GV	Multi-residential
2013-02	McDonald's at Crossroads Commons	2/18/2013	PLY	Commercial
2013-03	Motorwerks MINI	2/22/2013	GV	Commercial
2013-04	4900 Triton Drive (Eldridge 3rd Addition)	2/27/2013	GV	Single Family Residential
2013-05	Trail Bridge Over CSAH 61	2/28/2013	PLY	Public Agency
2013-06	Sagamore Street Reconstruction	3/12/2013	PLY	Public Agency
2013-07	Hennepin Cty 911 Facility	3/13/2013	PLY	Public Agency
2013-08	Kohl's at Rockford Plaza	3/19/2013	PLY	Commercial
2013-09	MnDOT TH 169 Mill and Overlay	3/22/2013	GV, PLY, NH	MnDOT Highway
2013-10	Sunshine Factory	3/29/2013	PLY	Commercial
2013-11	HOM Furniture Dock Expansion	4/2/2013	PLY	Commercial
2013-12	Three Nine Four Apt. & Sr. Care	4/11/2013	GV	Multi-residential
2013-13	Plymouth Yard Waste Site Improvement	4/18/2013	PLY	Public Agency
2013-14	Arcata Apts (prev. known as Colonnade Apts)	4/26/2013	GV	Multi-residential
2013-15	Ridgedale Mall Macy's Expansion	4/26/2013	MTKA	Commercial
2013-16	West Health TCU	5/1/2013	PLY	Commercial
2013-17	33rd Avenue Street Reconstruction	5/6/2013	ROB	Public Agency
2013-18	Crystal Lake Heights Reconstruction	5/20/2013	ROB	Public Agency
2013-19	The Tile Shop Corp. Parking Lot Expansion	6/10/2013	PLY	Commercial
2013-20	MnDOT Plymouth Truck Station Site Improvement	7/15/2013	PLY	Public Agency
2013-21	Ski Trail Grading at Theo Wirth GC	7/17/2013	GV	Public Agency
2013-22	Golden Valley Lutheran Church Addition	7/25/2013	GV	Commercial
2013-23	2600 Niagara Lane	7/26/2013	PLY	Commercial
2013-24	Culver's Restaurant	7/26/2013	GV	Commercial
2013-25	W. Medicine Lk Dr Retaining Wall	7/26/2013	PLY	Public Agency
2013-26	TH 394 Entrance Ramp at Ridgedale Dr	7/26/2013	MTKA	Public Agency
2013-27	1400 Spring Valley Road	7/26/2013	GV	Single Family Residential
2013-28	General Mills JFBTC W5 Expansion (James Ford Bell Tech Center Wing 5)	7/29/2013	GV	Commercial
2013-29	Plymouth City Center Medical Bldg	9/11/2013	PLY	Commercial
2013-30	6005 Golden Valley Rd-Parking Lot Repair	9/20/2013	GV	Commercial
2013-31	Productivity Inc. Parking Lot Improvements	10/3/2013	PLY	Commercial
2013-32	Room & Board Parking Lot Add'n	10/11/2012	GV	Commercial
2013-33	LCA 3200 Harbor Lane N	10/15/2013	PLY	Commercial
2013-34	Push Interactive Redevelopment	10/25/2013	MPLS	Commercial
2013-35	The Xenia	10/31/2013	GV	Multi-residential
2013-36	St. Mary's Park Drainage Imp.	11/5/2013	PLY	Public Agency
Preliminary	SW LRT (Information Request)	1/28/2013	MPLS	Public Agency:

- ¹Projects in **bold** were presented for BCWMC review and comment at a BCWMC meeting.

F. 2013 Water Quality Monitoring Data and Studies

The following water quality monitoring and water quality studies were performed:

- **Citizens Assisted Lake Monitoring Program (CAMP)** — The BCWMC participated with the Metropolitan Council Environmental Services (MCES) in its citizen-assisted lake-monitoring program (CAMP). In 2013, citizen volunteers monitored the following lakes: Twin Lake and Sweeney Lake in Golden Valley, Northwood Lake in New Hope, two sites on Medicine Lake in Medicine Lake and Plymouth, Parkers and Lost Lake in Plymouth, and Westwood Lake in St. Louis Park. For results of the 2012 CAMP, see *2012 Study of the Water Quality Of 168 Metropolitan Area Lakes* [the report on the 2013 CAMP is not yet available]. The report is also available on the Metropolitan Council website at <http://www.metrocouncil.org/getattachment/2355afdf-b4a9-412a-a206-234378d08782/.aspx>
- **Detailed stream monitoring at Bassett Creek WOMP station**—Stream monitoring was performed in cooperation with the Metropolitan Council Environmental Services (MCES) as part of the stream monitoring and watershed outlet monitoring program (WOMP). The BCWMC contracts with Wenck & Associates to perform monitoring activities at this station. <http://www.metrocouncil.org/environment/RiversLakes/index.htm>.
- **Northwood Lake, South Rice Pond, North Rice Pond** – In 2013, the BCWMC monitored these waterbodies for nutrients, Secchi disc, chlorophyll-a, zooplankton, phytoplankton, and macrophytes. In Northwood Lake, total phosphorus, chlorophyll a, and Secchi disc transparency summer averages failed to meet BCWMC water quality goals and Minnesota water quality standards for shallow lakes in 2013. In North and South Rice Ponds, average summer total phosphorus concentrations and Secchi disc transparency values in North Rice Pond and South Rice Pond did not meet BCWMC water quality goals. Average summer chlorophyll a concentrations did meet the BCWMC water quality goal. The complete report can be found on the BCWMC website: http://www.bassettcreekwmo.org/WaterData-Projects/2013/2013_WQ_Northwood_North+SouthRicePonds.pdf
- **Twin Lake and Sweeney Lake Fish Surveys** – The BCWMC requested surveys of fish by the Department of Natural Resources (DNR) in Twin and Sweeney Lakes in order to better understand if the fish community could negatively impact an in-lake alum treatment slated for Twin Lake in 2014. The DNR performed an electrofishing survey of only Sweeney Lake.

BCWMC contracted with Blue Water Science to perform trapnet surveys in both Twin and Sweeney Lakes. The Blue Water Science report is available on the BCWMC website:

<http://www.bassettcreekwmo.org/WaterData-Projects/2013/2013FishSurveyReportbyBlueWaterScience.pdf>

- **Wirth Lake and Spring Lake Monitoring Data**—In 2013, the Minneapolis Park & Recreation Board (MPRB) monitored the water quality of Wirth Lake and Spring Lake and continued its qualitative study on the artificial islands in Spring Lake. The MPRB's *2013 Water Resources Report* is not yet available. It will be available at the Minneapolis Park & Recreation Board website at: <http://www.minneapolisparcs.org/default.asp?PageID=791>.
- **Medicine Lake**—The Three Rivers Park District (TRPD) monitored Medicine Lake in 2013. The 2013 results are available from TRPD.
- **Parkers Lake**—TRPD monitored Parkers Lake in 2013, on behalf of the City of Plymouth. The 2013 results will be included in a report by TRPD; when complete, the report will be available at the City of Plymouth's website at: <http://www.plymouthmn.gov/index.aspx?page=258>.
- **Stormwater flow monitoring and in-stream water quality monitoring** in the Parkers Lake (two sites), Medicine Lake (Plymouth Creek and two other sites), and Northwood Lake (one site) watersheds was performed on behalf of the City of Plymouth by the Three Rivers Park District (TRPD). The 2013 results will be included in a report by TRPD; when complete, the report will be available at the City of Plymouth's website at: <http://www.plymouthmn.gov/index.aspx?page=258>.
- **River Watch Program**—The BCWMC continues to support the Hennepin County Environmental Services' River Watch Program. The program began in 1995 and uses volunteers to conduct biological monitoring as a means of monitoring water quality. The grading scale used in River Watch takes into account three major biotic indices used routinely in biological monitoring programs:
 - The Family Biotic Index, which measures the overall community of invertebrates and their tolerance to pollution levels. The scale ranges from 0 to 10 with the lower values indicating high sensitivity and good water quality if present.

- EPT, which stands for Ephemeroptera, Plecoptera, and Trichoptera, or mayflies, stoneflies, and caddisflies. These three families include the most sensitive individuals and are looked at for indications of presence or absence. Higher scores indicate better water quality.
- The number of families, which measures the overall abundance of families or total diversity of family units. Again, with this index, the higher the number the better.

Students have been monitoring Bassett Creek since 1999. There were three River Watch sites in the Bassett Creek watershed in 2013. The report *Hennepin County River Watch 2013* is available on the Hennepin County website [here](#).

G. Local Plan Adoption

The following table shows the status of the surface water management plan preparation for each municipality.

Municipality	Local Plan Status	Comments
Crystal	Completed	Local plan was approved by the BCWMC in January 2010. Resolution 10-02.
Golden Valley	Completed	Revised plan was approved by the BCWMC in September 2008. Resolution 08-06.
Medicine Lake	Completed	Local plan was approved by the BCWMC in January 2010. Resolution 10-05.
Minneapolis	Completed	Local plan was approved by the BCWMC in September 2006. Resolution 2006-04.
Minnetonka	Completed	Revised local plan was approved by the BCWMC in September 2008. Resolution 08-05.
New Hope	Completed	Revised plan was approved by the BCWMC in October 2008. Resolution 08-08.
Plymouth	Completed	Local plan conditionally approved by the BCWMC in February 1999. Resolution 99-3. Revised plan was approved by the BCWMC in November 2008. Resolution 08-09.
Robbinsdale	Completed	Local plan was approved by the BCWMC in October 1996; reconfirmed in April 1997. Resolution 97-5. Local plan was reviewed as part of the city's comprehensive plan review in 2008. Revised plan was submitted to the BCWMC for review in December 2009. Resolution 10-04.
St. Louis Park	Completed	Revised plan was approved by the BCWMC in September 2009. Resolution 09-06.

H. Watershed Communication/Public Education

In accordance with Minnesota Rules, Chapter 8410.0100, Subpart 4, the BCWMC utilized the following information sources for providing information to the general public:

- **Improvements and Development Requirements**—The report *Requirements for Improvements and Development Proposals*, prepared by the BCWMC (2008), is posted for use and reference on the BCWMC's website at http://www.bassettcreekwmo.org/require/2008_Requirements/2008RequirementsTOC.htm.
- **Website**—The BCWMC maintained information on its website during 2013. In 2013, there were approximately 954,000 visits, or 2,614 per day. A copy of the website Usage Report from January 1, 2013, through December 31, 2013, is included in the appendices. The BCWMC's contact list, meeting calendar, meeting materials, data, and projects is among some of the information on the website. The address for the Bassett Creek Watershed Management Commission website is <http://www.bassettcreekwmo.org>.
- **BCWMC Meeting Packet**— Each month in 2013 the BCWMC posted electronic meeting packets on its website and e-mailed the link to approximately 40 parties. Additionally each month the BCWMC mailed a hard copy of meeting packet to approximately 16 interested parties. The packets included the BCWMC meeting agenda, meeting minutes, and meeting materials about the issues on the monthly meeting agenda.
- **Publications**—The Commission published its public hearing notices in a variety of Twin Cities metro-area publications including *Finance & Commerce*, *Sun Sailor*, and *Lakeshore Weekly News*.
- **West Metro Water Alliance (WMWA)** – The BCWMC continued its participation in WMWA along with several watershed management and other water-related organizations in the west Metro area. These organizations collaborated on educational campaigns including the Watershed PREP program aimed at educating 4th grade students about water resources and the impacts of stormwater. <http://www.shinglecreek.org/pages/WMWA/>
- **Metro WaterShed Partners**—The BCWMC participated as a member of the Metro WaterShed Partners as a general supporter of the program and also as a supporter of the Metro Clean Water Minnesota Media Campaign. Metro Watershed Partners maintains a

listserv and a website as forums for information sharing, holds monthly meetings for members to collaborate, and displays an exhibit at the State Fair to educate the public about watersheds. The Clean Water Minnesota Media Campaign is a stormwater education collaboration that develops and delivers stormwater educational materials to a broad audience through television, radio, and billboard campaigns as well as through its website www.cleanwatermn.org.

- **Additional Educational Activities and Organizations** – In addition to the WMWA and WaterShed Partners, the BCWMC financially sponsored Metro Blooms, Blue Thumb, River Watch, and the Citizen Assisted Monitoring Program.

I. Professional Services Proposal

In accordance with Minnesota Statutes, Section 103B.227, Subdivision 5, the BCWMC solicited letters of interest in January 2013 (Fiscal Year 2012-13) for legal and for engineering and technical consulting services. Letters of interest proposals were considered in early 2013; the BCWMC decided to keep its current slate of consultants.

J. Assessment of Changes in Fund Balance

A discussion of the fund balance is included in the BCWMC’s annual financial audit report. A copy of the annual audit report is available in the Financial Information section of the Bassett Creek Watershed Management Commission’s website at <http://www.bassettcreekwmo.org>.

K. Wetland Conservation Act/Wetland Banking Program

1991 Wetland Conservation Act—The interim program of the 1991 Wetland Conservation Act was effective through December 31, 1993. On January 1, 1994, the permanent program of the 1991 Wetland Conservation Act became effective. Each municipality was required to designate the local government unit (LGU) responsible for administering the interim program and the permanent program of the 1991 Wetland Conservation Act. The following table indicates the local governmental unit for each municipality.

Municipality	Permanent Program (Effective 1/1/94)
Crystal	Crystal
Golden Valley	Golden Valley
Medicine Lake	BCWMC

Minneapolis	Minneapolis
Minnetonka	Minnetonka
New Hope	New Hope
Plymouth	Plymouth
Robbinsdale	BCWMC
St. Louis Park	BCWMC

BCWMC = Bassett Creek Watershed Management Commission

In 2013, the BCWMC submitted to BWSR its WCA annual report covering all 2012 WCA-related activities.

Wetland Mitigation Policy—The BCWMC's wetland mitigation policy specifies that filling or developing existing lakes and wetlands require an evaluation of the benefits of the wetland for stormwater storage, water quality enhancement, and wildlife habitat, as well as the development of a plan to mitigate the loss of those benefits somewhere in the affected municipality.

Wetland Banking Program—The BCWMC has not adopted a wetland banking program.

II. 2014 Projected Work Plan

Following is a list of tasks to be completed during 2014:

- **Capital Improvements Program (CIP)**—The BCWMC will continue to implement its capital improvements program. In 2014, this work will include:
 1. Capital Improvement Program and Prioritization—The BCWMC will review and update its capital improvement program and its water resource prioritization. The CIP is included in the report appendices.
 2. Progress on CIP projects:
 - Restore Main Stem Channel, Irving Ave (Cedar Lake Rd.), to Golden Valley Road—Minneapolis and Golden Valley—the estimated project cost is \$856,000.
 - Analyze lake water quality data and fish survey data, then finalize plans and implement (as needed) an in-lake alum treatment of Twin Lake, Golden Valley (Project TW-2) – the estimated project cost is \$148,000.
 - Work with State permitting authorities to determine whether or not to construct the Schaper Pond Diversion Project (SL-3) in Golden Valley and/or look for alternate projects in the area to address Sweeney Lake TMDL – the estimated project cost is \$550,000.
 - Construct Briarwood-Dawnview Area Water Quality Treatment pond (Project BC-7) in Golden Valley including an iron enhanced sand filter system to remove additional phosphorus – the estimated project cost is \$200,000.
 - Seek alternatives for the Lakeview Park Pond Project (ML-8) in Golden Valley—the original estimated project cost is \$196,000.
 - Analyze alternatives and work with residents on the Four Seasons Area Water Quality Project (NL-2) in Plymouth—the estimated project cost is \$990,000.
 3. Completing feasibility studies for the following BCWMC CIP projects:

- Project 2015CR, Main Stem Bassett Creek Restoration Project – Golden Valley (proposed 2015 project)
 4. Completing and gaining approval of a major plan amendment to the BCWMC’s *Watershed Management Plan* to add to/revise the following projects to Table 12-2 of the Plan (Water Quality Management and Flood Control 10-Year Capital Improvements Program (CIP)):
- Project CR2015, Main Stem Bassett Creek Restoration 10th Ave. to Duluth St. in Golden Valley—the estimated project cost is \$1,300,000 to \$1,600,000.
 5. BWSR Clean Water Fund Grant Administration:
 - Completing and submitting to BWSR a Biennial Budget Request (BBR) detailing the projects for which the BCWMC will likely request state funding in the FY 2016-2017 biennium.
 - Submitting project updates, reports, etc. for the BWSR Clean Water Fund Grants for the following BCWMC CIP projects:
 - Main Stem channel restoration, Irving Ave to Golden Valley Road, in Minneapolis and Golden Valley (2012 grant).
 - **Watershed Management Plan**—In 2014 the BCWMC will implement its Capital Improvements Program and its annual water quality and flood control programs as described in the BCWMC *Watershed Management Plan*. Also, the BCWMC will undertake a major plan amendment to add one projects to its CIP:
 - Adding to the Capital Improvement Program (CIP) a project for 2015 (CR2015) to restore approximately 1.8 miles of the Main Stem of Bassett Creek from 10th Avenue to Duluth Street in the City of Golden Valley
 - **Next Generation Watershed Management Plan**—In 2014, the BCWMC will continue the planning process for its Next Generation Watershed Management Plan. In 2014, the process will include:
 - Establishing goals, policies, and strategies;

- Reviewing standards and triggers for watershed developments and projects;
 - Developing education and outreach plan;
 - Developing implementation program; and
 - Developing watershed plan document
- **Watershed-wide XP-SWMM Model**—The BCWMC will consider a project to further refine and add detail to its new XP-SWMM Model (i.e., implement a Phase II of the project)
 - **Water Quantity**—The BCWMC will perform its lake- and stream-gauging program. The lake-gauging program will encompass Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane Lake (Ridgedale Pond), Northwood Lake, Bassett Creek Park Pond and Theodore Wirth Park Storage area upstream of the TH 55 control structure. Two readings per month will be taken during the period April 1 – September 30; one reading per month will be taken outside this period. The stream-gauging program will consist of periodically surveying stages or inspecting the creek during periods of high flow. The program also includes periodic surveys of benchmarks.
 - **Watershed Inspections**—The BCWMC no longer performs watershed construction site inspections, as the member cities are now performing this duty. The BCMWC will inspect sites or send communications to developers at the request of the member cities.
 - **Flood Control Project Inspection**—The BCWMC will perform its annual flood control project inspection program, plus inspect the double box culvert (performed every five years), as set forth in the Bassett Creek Flood Control Project Operations and Maintenance Manual.
 - **Municipal Plan Review**—This item includes BCWMC review of the member cities’ local water management plans and plan amendments, and BCWMC review of adjacent WMO plans and plan amendments.

- **Water Quality**—Proposed water quality tasks for 2014 include performance of the following:
 1. ***Water Quality Monitoring***: The BCWMC will perform detailed water quality monitoring of Sweeney Lake and Twin Lake in Golden Valley. This work is done on a 4-year cycle and consists of collecting six samples throughout the summer and fall. In addition to collection of samples for chemical analysis, phytoplankton and zooplankton samples will be collected and analyzed, and an aquatic plant survey will be performed on two occasions.
 2. ***Citizens Assisted Monitoring Program (CAMP)***: The BCWMC has entered into an agreement with the Metropolitan Council Environmental Services (MCES) to participate in this program. Volunteer citizens will monitor the following lakes in 2014: Twin Lake and Sweeney Lake in Golden Valley, two sites of Medicine Lake in the cities of Medicine Lake and Plymouth, Northwood Lake in New Hope, Westwood Lake in St. Louis Park, and Lost Lake in Plymouth.
 3. ***Watershed Outlet Monitoring Program (WOMP)***: The program will be managed by the BCWMC. The Metropolitan Council Environmental Services (MCES) will provide up to \$10,000 in financial support between January 1, 2013, and December 31, 2014, to the BCWMC for operating the station and maintaining the rating curve. The BCWMC entered into an agreement with a Wenck & Associates from its consulting pool to ensure the monitoring equipment is in working order, conduct routine maintenance of the WOMP site and equipment, collect samples, make in-situ field measurements, and coordinate sample delivery to MCES in 2014. BCWMC staff will continue to maintain the rating curve.
 4. ***Medicine Lake*** will be monitored by the Three Rivers Park District (TRPD).
 5. ***Parkers Lake*** will be monitored by TRPD, on behalf of the City of Plymouth.
 6. ***Wirth Lake and Spring Lake*** will be monitored by MPRB.
 7. ***River Watch Program***: The BCWMC will participate in the River Watch program managed by Hennepin County Environmental Services (HCES); one site on Bassett

Creek will be sampled. HCES will provide a final report of the 2013 sampling results to the BCWMC.

8. *Stormwater flow monitoring and in-stream water quality monitoring* in the Parkers Lake, Medicine Lake and Northwood Lake watersheds will be performed by the TRPD, on behalf of the City of Plymouth.

- **Development Reviews**—The BCWMC will review development proposals in the watershed for conformance to water quality and flooding policies.
- **Citizen Involvement**—The BCWMC will continue to encourage citizen participation at its monthly BCWMC meetings and at its Committee meetings. The meetings are noticed to the public and a meeting calendar is posted on the BCWMC’s website.
- **Education and Outreach** – The BCWMC will engage and educate residents through information displays at the Plymouth Yard and Garden Expo and Golden Valley Days and will cooperate and provide financial assistance to various educational organizations and programs including the West Metro Water Alliance, River Watch Program, Blue Thumb, Metro Blooms, Children’s Water Festival, and WaterShed Partners. The BCWMC will also educate local leaders and decision makers through the NEMO workshops in cooperation with the University of Minnesota – Extension.
- **Channel Maintenance Fund**—The BCWMC will continue to fund its Creek and Streambank Trunk System Maintenance, Repair and Sediment Removal Fund (the Channel Maintenance Fund). The BCWMC collects \$25,000 annually for the fund through an assessment paid by the member cities.
- **Flood Control Long-Term Maintenance Fund**—The BCWMC established a long-term maintenance fund to be used to repair structures associated with the BCWMC Flood Control Project. The BCWMC collects \$25,000 annually for the fund through an assessment paid by the member cities. The fund balance is not to exceed \$1 million.
- **Annual Report**—The BCWMC will prepare an annual report, submit the report to BWSR and member cities, and post it on the BCWMC website.
- **TMDL Implementation Reporting**— The EPA approved the Wirth Lake TMDL on October 25, 2010, the Medicine Lake TMDL on February 8, 2011, and the Sweeney Lake

TMDL on August 10, 2011. These TMDLs assigned categorical waste load allocations, which means a watershed approach is to be taken in implementing water quality improvement measures in these watersheds. In 2014, the BCWMC will begin tracking the implementation of the Medicine Lake, Sweeney Lake and Wirth Lake TMDLs. The BCWMC role will likely include the following tasks:

- Assisting the cities with reporting regarding TMDL implementation activities to the MPCA. TMDL progress reports will be due by June 30, 2014.
- Estimating and reporting progress towards achieving the assigned wasteload allocations. The BCWMC's watershed P8 model, completed in 2013, will be an essential tool for estimating reductions in phosphorus loading.
- Monitoring lake water quality on an annual basis. See "Water Quality" bullet above regarding monitoring of these lakes in 2014.

III. Annual Financial Report

The 2013 fiscal year for the Bassett Creek Watershed Management Commission (BCWMC) commenced on February 1, 2013 and ended January 31, 2014.

A. Approved Budget

The approved operating budget for fiscal year 2013 was \$563,045. Each member's contribution toward the annual budget is based 50 percent on the total area of the municipality within the watershed and 50 percent on the tax capacity of the area within the watershed. A copy of the 2013 budget description, member-city assessment table, and operating budget table are located in Appendix A.

B. Report of Revenues

See the Financial Audit Report in Appendix A.

C. Report of Expenditures

See the Financial Audit Report in Appendix A.

D. Financial Audit Report

The annual audit report for the year ending January 31, 2014, was performed by Malloy Montague Karnowski Radosevich & Co., P.A. A copy of the annual audit report is included in Appendix A and also is available on the Bassett Creek Watershed Management Commission's website at <http://www.bassettcreekwmo.org>.

APPENDIX A

Financial Information

Documents included:

FY 2013 Financial Audit

FY 2013 Audit Management Report

FY 2013 Budget Table

FY 2013 Assessments

FY 2013 Budget Detail

**BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION**

Financial Statements and
Supplemental Information
Year Ended
January 31, 2014

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BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

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INTRODUCTORY SECTION

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

Board of Commissioners
Year Ended January 31, 2014

<u>Commissioner</u>	<u>Position</u>	<u>Governmental Unit</u>
Ginny Black	Chairperson	City of Plymouth
Jim de Lambert	Vice Chairperson	City of St. Louis Park
Stacy Hoschka	Treasurer	City of Golden Valley
Jacob Millner	Secretary	City of Minnetonka
Clint Carlson	Commissioner	City of Medicine Lake
John Elder	Commissioner	City of New Hope
Guy Mueller	Commissioner	City of Crystal
Wayne Sicora	Commissioner	City of Robbinsdale
Michael Welch	Commissioner	City of Minneapolis

FINANCIAL SECTION

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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

INDEPENDENT AUDITOR'S REPORT

Board of Commissioners and Management
Bassett Creek Watershed Management Commission

REPORT ON THE FINANCIAL STATEMENTS

We have audited the financial statements of the governmental activities and each major fund of the Bassett Creek Watershed Management Commission (the Commission) as of and for the year ended January 31, 2014, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

AUDITOR'S RESPONSIBILITY

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Commission's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

(continued)

OPINIONS

In our opinion, the financial statements referred to on the previous page present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Commission as of January 31, 2014, the respective changes in financial position thereof, and the budgetary comparison for the General Fund for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

OTHER MATTERS

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis (MD&A) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. The Commission has not presented the MD&A that 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. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Commission's basic financial statements. The introductory section, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Prior Year Comparative Information

We have previously audited the Commission's financial statements for the year ended January 31, 2013, and we expressed unmodified audit opinions on the respective financial statements of the governmental activities and each major fund in our report dated April 17, 2013. In our opinion, the partial comparative information presented herein as of and for the year ended January 31, 2013 is consistent, in all material respects, with the audited financial statements from which it has been derived.

OTHER REPORTING REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

In accordance with *Government Auditing Standards*, we have also issued our report dated April 11, 2014 on our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Commission's internal control over financial reporting and compliance.

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

Minneapolis, Minnesota
April 11, 2014

BASIC FINANCIAL STATEMENTS

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	\$ 4,518,468	\$ 5,343,419
Liabilities		
Accounts payable	\$ 56,212	\$ 254,745
Unearned revenue	205,897	435,829
Total liabilities	262,109	690,574
Net position		
Restricted for watershed improvements	3,869,743	4,320,910
Unrestricted	386,616	331,935
Total net position	4,256,359	4,652,845
Total liabilities and net position	\$ 4,518,468	\$ 5,343,419

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	1,951,599	900,674
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	571,941	647,395
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	983,172	761,707
Change in net position	(396,486)	508,428
Net position		
Beginning of year	4,652,845	4,144,417
End of year	\$ 4,256,359	\$ 4,652,845

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
	<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.

	<u>9,157</u>	<u>9,175</u>
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)

	<u>General Fund</u>	<u>Improvement Capital Projects Fund</u>	<u>Total Governmental Funds</u>	
			<u>2014</u>	<u>2013</u>
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	<u>572,355</u>	<u>982,776</u>	<u>1,555,131</u>	<u>1,413,465</u>
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	<u>492,324</u>	<u>1,459,275</u>	<u>1,951,599</u>	<u>900,674</u>
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)	<u>(25,350)</u>	<u>25,350</u>	<u>-</u>	<u>-</u>
Net change in fund balances	54,681	(451,149)	(396,468)	512,791
Fund balances				
Beginning of year	<u>331,935</u>	<u>4,311,735</u>		
End of year	<u>\$ 386,616</u>	<u>\$ 3,860,586</u>		

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.	<u>(18)</u>	<u>(4,363)</u>
Change in net position of governmental activities	<u>\$ (396,486)</u>	<u>\$ 508,428</u>

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	563,046	572,355	9,309
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	503,046	492,324	(10,722)
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)	(60,000)	(25,350)	34,650
Net change in fund balances	\$ -	54,681	\$ 54,681
Fund balances			
Beginning of year		331,935	
End of year		\$ 386,616	

See notes to basic financial statements

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

Notes to Basic Financial Statements
January 31, 2014

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES

A. Organization

The Bassett Creek Watershed Management Commission (the Commission) is a joint venture of the cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park, formed under the authority of Minnesota Statute § 471.59. The Commission's purpose is to provide for cooperative planning, usage, and improvement of the watershed drained by the nine member communities. It is governed by a board consisting of nine commissioners, one appointed by each member city. The accounting policies of the Commission conform to accounting principles generally accepted in the United States of America as applicable to governmental units.

B. Reporting Entity

A joint venture is a legal entity resulting from a contractual agreement that is owned, operated, or governed by two or more participants as a separate and specific activity subject to joint control, in which the participants retain either an ongoing financial interest or an ongoing financial responsibility. The Commission, as described above, is considered a joint venture of the nine member cities, and is included as such in their financial statements.

As required by accounting principles generally accepted in the United States of America, these financial statements include the Commission (the primary government) and its component units. Component units are legally separate entities for which the primary government is financially accountable, or for which the exclusion of the component unit would render the financial statements of the primary government misleading. The criteria used to determine if the primary government is financially accountable for a component unit includes whether or not the primary government appoints the voting majority of the potential component unit's board, is able to impose its will on the potential component unit, is in a relationship of financial benefit or burden with the potential component unit, or is fiscally depended upon by the potential component unit. Based on these criteria, there are no component units required to be included in the Commission's financial statements.

C. Government-Wide Financial Statements

The government-wide financial statements (Statement of Net Position and Statement of Activities) display information about the reporting government as a whole. These statements include all of the financial activities of the Commission. The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; 2) operating grants and contributions; and 3) capital grants and contributions. Taxes and other internally directed revenues are reported as general revenues.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the fiscal year for which they are levied. Grants and similar items are recognized as revenue when all eligibility requirements imposed by the provider have been met. Generally, the effect of interfund activity has been eliminated from the government-wide financial statements.

The Commission applies restricted resources first when an expense is incurred for which both restricted and unrestricted resources are available.

D. Fund Financial Statement Presentation

The accounts of the Commission are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenue, and expenditures. The resources of the Commission are accounted for in two funds:

General Fund – The General Fund is the primary operating account of the Commission and is used to account for all financial resources except those required to be accounted for in another fund.

Improvement Capital Projects Fund – The Improvement Capital Projects Fund is used to account for resources set aside for the construction of improvements to the watershed. Its primary resources are a property tax levy and state aids.

Separate fund financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements. Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets, current liabilities, and deferred inflows/outflows of resources generally are included on the balance sheet. Operating statements of this fund present increases (revenue and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Under this basis of accounting, transactions are recorded in the following manner:

- 1. Revenue Recognition** – Revenue is recognized when it becomes measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the Commission considers revenues to be available if collected within 60 days after year-end. Grants and similar items are recognized as revenue when all eligibility requirements imposed by the provider have been met. All significant revenue sources are considered susceptible to accrual.
- 2. Recording of Expenditures** – Expenditures are generally recorded when a liability is incurred; however, expenditures are recorded as prepaid for approved disbursements or liabilities incurred in advance of the year in which the item is to be used.

E. Budget

A budget for the General Fund is adopted annually by the Commission’s Board of Commissioners on a modified accrual basis of accounting. Budgetary control is at the fund level. All appropriations lapse at year-end.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

F. Investments

Investments are reported at fair value. Securities traded on national exchanges are valued at the last reported sales price.

G. Prepaids

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaids. Prepaids are recorded as expenditures/expenses at the time of consumption.

H. Capital Assets

The Commission has no capital assets. The Improvement Capital Projects Fund is used to construct holding ponds and other improvements to the drainage system within the watershed district. The improvements are to land belonging to the Commission's member communities, and are not capitalized by the Commission.

I. Property Taxes

Under Minnesota Statute § 103B.251, the Commission is authorized to certify to Hennepin County the costs of capital projects that are included in the capital improvement program in the Commission's watershed management plan. Project costs are certified to the county before October 1. The county is required by Minnesota Statute § 103B.251, Subd. 6 to provide funds for the cost of such improvements. The county has elected to levy an ad valorem property tax on taxable properties within the watershed to provide such funds. Such taxes become a lien on January 1 and are recorded as receivables by the Commission on that date. Property taxes may be paid by taxpayers in two equal installments on May 15 and October 15. The county provides tax settlements to all taxing districts several times a year. Taxes which remain unpaid at December 31 are classified as delinquent taxes receivable, and are offset by deferred inflow of resources on the governmental funds financial statements if not collected within 60 days after year-end.

J. Risk Management

The Commission is exposed to various risks of loss related to torts: theft of, damage to, and destruction of assets; error and omissions; and natural disasters. The Commission participates in the League of Minnesota Cities Insurance Trust (LMCIT), a public entity risk pool for its general property, casualty, and other miscellaneous insurance coverages. LMCIT operates as a common risk management and insurance program for a large number of cities in Minnesota. The Commission pays an annual premium to LMCIT for insurance coverage. The LMCIT agreement provides that the trust will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of certain limits. Settled claims have not exceeded this commercial coverage in any of the past three years. There were no significant reductions in insurance coverage during the year ended January 31, 2014.

K. Deferred Inflows of Resources

In addition to liabilities, statements of financial position or balance sheets will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time. The Commission has only one type of item, which arises under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds Balance Sheet. The governmental funds report unavailable revenue from property taxes. These amounts are deferred and recognized as an inflow of resources in the period the amounts become available.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

L. Net Position

In the government-wide financial statements, net position represents the difference between assets, deferred outflows of resources (if any), liabilities, and deferred inflows of resources. Net position is displayed in three components:

- **Net Investment in Capital Assets** – Consists of capital assets, net of accumulated depreciation, reduced by any outstanding debt attributable to acquire capital assets.
- **Restricted Net Position** – Consists of net position restricted when there are limitations imposed on their use through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.
- **Unrestricted Net Position** – All other net position that do not meet the definition of “restricted” or “net investment in capital assets.”

M. Fund Balance Classifications

In the fund financial statements, governmental funds report fund balance in classifications that disclose constraints for which amounts in those funds can be spent. These classifications are as follows:

- **Nonspendable** – Consists of amounts that are not in spendable form, such as prepaid items, inventory, and other long-term assets.
- **Restricted** – Consists of amounts related to externally imposed constraints established by creditors, grantors, or contributors; or constraints imposed by state statutory provisions.
- **Committed** – Consists of internally imposed constraints that are established by resolution of the Board of Commissioners. Those committed amounts cannot be used for any other purpose unless the Board of Commissioners removes or changes the specified use by taking the same type of action it employed to previously commit those amounts.
- **Assigned** – Consists of internally imposed constraints. These constraints consist of amounts intended to be used by the Commission for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds, assigned amounts represent intended uses established by the governing body itself or by an official to which the governing body delegates the authority.
- **Unassigned** – The residual classification for the General Fund, which also reflects negative residual amounts in other funds.

When both restricted and unrestricted resources are available for use, it is the Commission’s policy to first use restricted resources, then use unrestricted resources as they are needed.

When committed, assigned, or unassigned resources are available for use, it is the Commission’s policy to use resources in the following order: 1) committed, 2) assigned, and 3) unassigned.

NOTE 2 – DEPOSITS AND INVESTMENTS

A. Deposits

In accordance with applicable Minnesota Statutes, the Commission maintains deposits at depository banks authorized by its Board of Commissioners, including checking and savings accounts.

The following is considered the most significant risk associated with deposits:

Custodial Credit Risk – In the case of deposits, this is the risk that in the event of a bank failure, the Commission’s deposits may be lost.

Minnesota Statutes require that all deposits be protected by federal deposit insurance, corporate surety bonds, or collateral. The market value of collateral pledged must equal 110 percent of the deposits not covered by federal deposit insurance or corporate surety bonds. Authorized collateral includes treasury bills, notes, and bonds; issues of U.S. government agencies; general obligations rated “A” or better; revenue obligations rated “AA” or better; irrevocable standard letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota Statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral. The Commission has no additional deposit policies addressing custodial credit risk.

At year-end, the carrying amount of the Commission’s deposits and the balance on the bank records was \$0. The Commission maintains a checking account with Wells Fargo Bank, the balance of which is swept into an overnight repurchase agreement at the end of each business day. At January 31, 2014, deposits were fully covered by federal depository insurance.

B. Investments

The Commission has the following investments at year-end:

Investment Type	Credit Risk		Interest Risk – Maturity in Years		Total
	Rating	Agency	Less Than 1	1 to 5	
U.S. agencies	AA	S&P	\$ –	\$ 1,001,680	\$ 1,001,680
Repurchase agreement (U.S. agency underlying security)	AA	S&P	\$ 3,500,087	\$ –	<u>3,500,087</u>
Total investments					<u>\$ 4,501,767</u>

Investments are subject to various risks, the following of which are considered the most significant:

Custodial Credit Risk – For investments, this is the risk that in the event of a failure of the counterparty to an investment transaction (typically a broker-dealer) the Commission would not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Commission does not have a formal investment policy addressing this risk, but typically limits its exposure by purchasing insured or registered investments, or by controlling who holds the securities.

NOTE 2 – DEPOSITS AND INVESTMENTS (CONTINUED)

Credit Risk – This is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Minnesota Statutes limit the Commission’s investments to direct obligations or obligations guaranteed by the United States or its agencies; shares of investment companies registered under the Federal Investment Company Act of 1940 that receive the highest credit rating, are rated in one of the two highest rating categories by a statistical rating agency, and all of the investments have a final maturity of 13 months or less; general obligations rated “A” or better; revenue obligations rated “AA” or better; general obligations of the Minnesota Housing Finance Agency rated “A” or better; bankers’ acceptances of United States banks eligible for purchase by the Federal Reserve System; commercial paper issued by United States corporations or their Canadian subsidiaries, rated of the highest quality category by at least two nationally recognized rating agencies, and maturing in 270 days or less; Guaranteed Investment Contracts guaranteed by a United States commercial bank, domestic branch of a foreign bank, or a United States insurance company, and with a credit quality in one of the top two highest categories; repurchase or reverse purchase agreements and securities lending agreements with financial institutions qualified as a “depository” by the government entity, with banks that are members of the Federal Reserve System with capitalization exceeding \$10,000,000; a primary reporting dealer in U.S. government securities to the Federal Reserve Bank of New York; or certain Minnesota securities broker-dealers. The Commission does not have an investment policy that further addresses credit risk.

Concentration Risk – This is the risk associated with investing a significant portion of the Commission’s investment (considered 5 percent or more) in the securities of a single issuer, excluding U.S. guaranteed investments (such as treasuries), investment pools, and mutual funds. The Commission does not have an investment policy that limits the concentration of investments. At January 31, 2014, the Commission’s portfolio includes the following percentages of specific issuers:

U.S. agencies	
Federal National Mortgage Association	22.3%
Repurchase Agreement – Wells Fargo	77.7%

Interest Rate Risk – This is the risk of potential variability in the fair value of fixed rate investments resulting from changes in interest rates (the longer the period for which an interest rate is fixed, the greater the risk). The Commission does not have an investment policy limiting the duration of investments.

NOTE 3 – TRANSFERS

The following interfund transfers were made during the year ended January 31, 2014:

Transfers Out	Transfers In		
	General Fund	Improvement Capital Projects Fund	Total
General Fund	\$ –	\$ 50,000	\$ 50,000
Improvement Capital Projects Fund	24,650	–	24,650
	<u>\$ 24,650</u>	<u>\$ 50,000</u>	<u>\$ 74,650</u>

Transfers are used to finance certain improvement projects or allocate revenues between funds. Interfund transfers are reported in the fund financial statements, but are eliminated in the government-wide financial statements.

NOTE 4 – RELATED PARTY TRANSACTIONS

The nine member cities support the Commission through annual contributions, which are computed using a formula based on the net tax capacity of all property within the watershed and the total area of each member city within the watershed as compared to the total area within the watershed. Contributions are assessed on a fiscal year basis. Contributions received in advance of the year to which they pertain are reported as unearned revenue in the year received.

Member contributions, unearned revenue, and permit fees revenue for the year ended January 31, 2014 were as follows:

	<u>Contributions</u>	<u>Unearned Revenue</u>	<u>Permit Fees Revenue</u>
Crystal	\$ 27,424	\$ 25,504	\$ –
Golden Valley	129,156	123,033	–
Medicine Lake	3,909	3,479	–
Minneapolis	35,236	–	–
Minnetonka	28,464	27,402	–
New Hope	27,648	26,479	–
Plymouth	235,310	–	3,000
Robbinsdale	8,479	–	2,000
St. Louis Park	19,420	–	–
	<u>\$ 515,046</u>	<u>\$ 205,897</u>	<u>\$ 5,000</u>

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OTHER REQUIRED REPORTS

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PRINCIPALS

Thomas M. Montague, CPA
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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Commissioners and Management
Bassett Creek Watershed Management Commission

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of the Bassett Creek Watershed Management Commission (the Commission) as of and for the year ended January 31, 2014, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated April 11, 2014.

INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit of the financial statements, we considered the Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Commission's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

(continued)

COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether the Commission's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

PURPOSE OF THIS REPORT

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Commission's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Commission's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

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

Minneapolis, Minnesota
April 11, 2014

INDEPENDENT AUDITOR'S REPORT
ON MINNESOTA LEGAL COMPLIANCE

Board of Commissioners and Management
Bassett Creek Watershed Management Commission

We have audited, in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the basic financial statements of the governmental activities and each major fund of the Bassett Creek Watershed Management Commission (the Commission) as of and for the year ended January 31, 2014, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated April 11, 2014.

The *Minnesota Legal Compliance Audit Guide for Political Subdivisions*, promulgated by the Office of the State Auditor pursuant to Minnesota Statute § 6.65, contains seven categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing. Our audit considered all of the listed categories, except that we did not test for compliance in tax increment financing, because the Commission does not utilize tax increment financing.

In connection with our audit, nothing came to our attention that caused us to believe that the Commission failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the Commission's noncompliance with the above referenced provisions.

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. Accordingly, this report is not suitable for any other purpose.

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

Minneapolis, Minnesota
April 11, 2014

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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.

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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

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	A	E	F	G	H	I	J	K	L
1	2013 Operating Budget								
2	Bassett Creek Watershed Management Commission - Adopted August 16, 2012								
3									
4	Item	2010 Actual	2011 Actual	2012 Adopted Budget	2012 Estimated Budget	2013 Budget			
5	ENGINEERING								
6	Technical Services	119,832	127,840	120,000	125,000	120,000			
7	Plat Reviews (funded by permit fees) 2012-48,000	53,128	50,971	60,000	60,000	60,000			
8	Commission and TAC Meetings	12,316	9,919	14,250	15,000	14,250			
9	Surveys and Studies	17,899	21,411	10,000	10,000	10,000			
10	Water Quality / Monitoring	24,489	29,957	20,000	20,000	40,000			
11	Water Quantity	8,264	8,532	11,000	11,000	11,000			
12	Inspections								
13	Watershed Inspections	10,842	4,827	7,000	7,000	7,000			
14	Project Inspections	5,714	2,291	9,000	9,000	15,000 (1)			
15	Municipal Plan Review	7,927	0	2,000	2,000	2,000 (2)			
16	Subtotal Engineering	\$260,411	\$255,748	\$253,250	\$259,000	\$279,250			
17	PLANNING								
18	Watershed-wide XP-SWMM Model			70,000	70,000	0			
19	Watershed-wide P8 Water Quality Model			135,000	135,000	0			
20	Next Generation Plan			40,000	40,000	40,000			
21	Subtotal Planning	\$0	\$0	\$245,000	\$245,000	\$40,000			
22	Administrator	30,297	24,099	50,000	50,000	50,000			
23	Legal	17,331	16,953	18,500	18,500	18,500			
24	Financial Management	3,054	3,100	3,045	3,045	3,045			
25	Audit, Insurance & Bond	13,328	12,771	15,225	15,225	15,225			
26	Meeting Catering Expenses	4,609	3,940	2,750	2,750	2,750			
27	Secretarial Services	42,578	39,303	40,000	40,000	40,000			
28	Public Outreach								
29	Publications / Annual Report	5,169	2,410	2,000	2,000	2,000			
30	Website	1,031	214	2,500	2,500	2,500			
31	Watershed Outlet Monitoring Program (WOMP)	6,818	9,106	10,000	10,000	17,000			
32	Demonstration/Education Grants	3,140	0	0	0	0 (3)			
33	Watershed Education Partnerships	16,150	19,055	13,000	13,000	15,000 (4)			
34	Education and Public Outreach	2,911	0	5,775	5,775	14,775 (5)			
35	Public Communications	692	1,443	3,000	3,000	3,000			
36	Erosion/Sediment (Channel Maintenance)	25,000	25,000	25,000	25,000	25,000 (6)			
37	Long-Term Maint. (Flood Control Project)	25,000	25,000	25,000	25,000	25,000 (7)			
38									
39	Subtotal Other	\$197,108	\$182,394	\$215,795	\$215,795	\$233,795			
40	TMDL Studies	10,000	\$0	\$10,000	10,000	\$10,000			
41	Subtotal TMDL Studies	\$10,000	\$0	\$10,000	10,000	\$10,000			
42	GRAND TOTAL	\$467,519	\$438,142	\$724,045	\$729,795	\$563,045			
43									
44	Financial Information								
45	Audited fiscal year fund balance at January 31, 2012					392,707			
46	Expected income from assessments in 2012					461,045			
47	Transfer from Long-term Maintenance Fund for XP SWMM Model*					70,000			
48	Transfer from Long-term Maintenance Fund for P8 Model*					135,000			
49	Expected interest income in 2012					0			
50	Expected income from project review fees					48,000			
51	Estimated funds available for fiscal year 2012					1,106,752			
52	Estimated expenditures for fiscal year 2012					729,795			
53	Estimated fund balance as of January 31, 2013					376,957			
54	-								
55	2013 Budget								
56	Proposed 2013 Capital Projects					1,000,000			
57	Proposed 2013 Operating Budget					563,045			
58	Proposed total 2013 Budget					1,563,045			
59	2013 Assessments and Fees								
60	2013 Operating Budget					563,045			
61	Estimated 2013 permit fees (80% of permit expenditures)					48,000			
62	Transfer from Long-term Maintenance Fund for XP SWMM Model					0			
63	Transfer from Long-term Maintenance Fund for PB Model					0			
64	Transfer from Long-term Maintenance Fund for Project Inspections					15,000			
65	Use of TMDL Studies Fund					0			
66	Met Council payment for WOMP					0			
67	Assessment proposed for 2013 Operating Budget					500,045			
68	Proposed Budget Reserve on January 31, 2013					0			
69									
70	(1) Budget item "Project Inspections" are flood control maintenance project and will be paid out of the Long-Term Maintenance fund (Flood Control Project)								
71	(2) Review municipal local plan amendments and adjoining WMO amendments								
72	(3) Grant program for demonstrations and education								
73	(4) 2013 budget - CAMP (\$5,500) River Watch (\$2,000) Watershed Partners (\$3,500) Metro Blooms (\$2,000) Blue Thumb (\$2,000).								
74	In 2011, WMWA projects and administration were combined into line item 34 -Education and Public Outreach.								
75	(5) 2013 budget includes brochures, factsheets, display materials, education articles and WMWA administration and projects.								
76	(6) Will be transferred to Channel Maintenance Fund.								
77	(7) Will be transferred to Long-Term Maintenance Fund.								
78									

**Bassett Creek Watershed Management Commission
Proposed 2013 Assessment
June 2012**

	Community	For Taxes Payable in 2012 Net Tax Capacity *	2012 Percent of Valuation	Current Area Watershed in Acres	Percent of Area	Average Percent	2011 Assessment \$434,151	2012 Assessment \$461,045	Proposed 2013 Assessment \$515,045
54	Crystal	\$6,765,157	5.56	1,264	5.09	5.32	\$23,433	\$24,941	\$27,424
28	Golden Valley	\$28,618,722	23.53	6,615	26.63	25.08	\$109,230	\$115,080	\$129,156
79	Medicine Lake	\$871,870	0.72	199	0.80	0.76	\$3,301	\$3,484	\$3,909
1	Minneapolis	\$8,369,231	6.88	1,690	6.80	6.84	\$31,375	\$32,661	\$35,236
34	Minnetonka	\$8,020,340	6.59	1,108	4.46	5.53	\$22,558	\$24,920	\$28,464
86	New Hope	\$6,929,451	5.70	1,252	5.04	5.37	\$23,840	\$25,533	\$27,648
40	Plymouth	\$54,265,680	44.61	11,618	46.77	45.69	\$196,201	\$209,101	\$235,310
44	Robbinsdale	\$2,315,719	1.90	345	1.39	1.65	\$7,672	\$8,022	\$8,479
46	St. Louis Park	\$5,491,385	4.51	752	3.03	3.77	\$16,541	\$17,303	\$19,420
	TOTAL	\$121,647,555	100.00	24,843	100.00	100.00	\$434,150	\$461,045	\$515,045

Bassett Creek Watershed Management Commission 2013 Budget and Levy June 2012

The Joint and Cooperative Agreement establishing the Bassett Creek Water Management Commission (BCWMC) sets forth the procedure required to adopt the annual budget. Article VIII, Subdivision 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 Bassett Creek watershed. Subdivision 5 of Article VIII further provides: "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 vote (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 2013 budget was prepared by the BCWMO Budget Committee consisting of the four Commissioners of the Executive Committee and one watershed resident as appointed by the Commission.

The BCWMC's most recent Watershed Management 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 and has been amended to include channel restoration and other projects. Commission activities have focused on implementation of the *Watershed Management Plan*.

The proposed 2013 budget was adopted by **nine** commissioners voting in favor of the budget at the BCWMC meeting on June 21, 2012. The proposed 2013 budget is enclosed. Specific items in the budget are discussed below.

- **Engineering** services are budgeted at \$279,250 in 2013. Many of the individual items have remained the same from the 2012 budget. The following paragraphs summarize each of the Engineering budget items.
 - Technical Services (line 6) - this item covers the day-to-day technical operations, such as preparing for the Commission and TAC meetings, performing preliminary site reviews and correspondence, and communications with the Commissioners, watershed communities, developers, agencies, and other entities. The proposed 2013 budget is \$120,000, the same as the 2012 budget.
 - Plat Reviews (line 7) - This item covers the cost of reviewing plats submitted to the Commission for review. These costs are largely offset by a permit fee instituted by the Commission at its December 15, 2005, meeting, and effective January 1, 2006, and reviewed annually and revised as needed. The proposed 2013 budget is \$60,000, the same as the 2012 budget.
 - Commission and TAC Meetings (line 8) - this item covers the cost for the engineer to attend 12 monthly Commission meetings and six bimonthly TAC meetings. The proposed 2013 budget is \$14,250, the same as the 2012 budget.
 - Surveys and Studies (line 9) - the proposed budget for 2013 is \$10,000. The intent of this budget item is to cover the costs of conducting special studies, and addressing unanticipated issues, questions, etc. that can arise during the year. This item is the same as the 2012 budget.
 - Water Quality/Monitoring (line 10) - the proposed 2013 budget is \$40,000. This budget item includes detailed lake monitoring of the lakes within the watershed, on a four-year monitoring cycle, and biotic index monitoring on Bassett Creek on a once-every-three-year monitoring cycle. This item also includes funding to allow the engineer to respond to requests from the BCWMC, watershed cities, or other regulatory agencies to review water quality information and studies, and to address water quality questions from residents. In 2013 the Commission is proposing to monitor Northwood Lake and North and South Rice Lakes.
 - Water Quantity (line 11) - the proposed 2013 budget is \$11,000, the same as the 2012 budget. This item covers the work associated with the BCWMC's lake and stream gauging program. The readings have proved valuable to member communities for planning future development and as documentation of the response of surface water

bodies to above normal and below normal precipitation. The program also includes periodic surveys of benchmarks to ensure consistency with past readings.

- The 2013 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, 2013 through September 30, 2013. One reading per month will be taken during the period October 1, 2013 through March 31, 2014.
- The 2013 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.
- Inspections (line 12) - there are two separate budget items under this task:
 - a. *Watershed Erosion Control Inspections (line 13)* - The proposed 2013 budget is \$7,000, the same as the 2012 budget. This item covers the BCWMC's construction site erosion control inspection program. The inspections have been valuable for correcting erosion and sediment control practices which are not in conformance with BCWMC policies. The inspections also verify that sites are developed in accordance with approved plans. The program consists of inspecting active construction sites in the watershed once every month. Erosion control inspections will begin April 2013 and extend through October 2013. Selected sites may be inspected on two-week intervals to verify that requested erosion control modifications have been completed. Critical work such as wetland or creek crossings and work adjacent to lakes and sensitive wetlands are inspected as necessary. The new conduit inlet in Minneapolis will also be inspected for accumulation of debris. BCWMC staff coordinates the inspections with respective contacts from each city. Following each inspection, a letter listing the construction projects and the improvements needed for effective erosion control will be sent to the inspection department at each city.
 - b. *Annual Flood Control Project Inspections (line 14)* - this item covers the BCWMC's annual inspection of the 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. 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

In addition to inspection of the above projects, the Commission proposes to conduct a sediment survey of Bassett Creek Park Pond. The proposed 2013 budget is \$15,000, \$6,000 more than the 2012 budget.

- Municipal Plan Review (line 15) – for 2013, the budget for this item is \$2000 to review amendments to member cities’ local water management plans and amendments to adjacent WMO plans, for conformance with the BCWMC Watershed Management Plan. In addition, State Law requires the Commission to update its Water Management Plan every 10-years. The Commission has started that process. Once complete member Cities must update their plans to be in conformance with the Commission’s Plan. To buffer the increase in funds needed to review member cities *Watershed Management* plans, the Administrative Services Committee recommends that the Commission start a fund to be used exclusively for those reviews.

- **Planning**

- Watershed Modeling (lines 18-19) - these tasks will be completed in 2012, so this budget is zero for 2013.
- Next Generation Plan (line 20) the budget for this item is \$40,000 the same as the 2012 budget. This task is the budget required to conduct the 10-year update to the Commissions Water Management Plan. This is generally a 2-3 year process, so continues in 2013.
- Administrator (line 22) - In 2010 the Commission, for the first time, contracted for administrative services to assist the Commission in developing the budget, agendas, coordinating capital improvement projects, be the first point of contact for developers and local, state and federal agencies. The Administrator left the Commission in September 2011 for a position that offered health benefits. The Commission’s experience with the Administrator reinforced the Commission’s view that an Administrator is needed to perform the services listed above as well as other activities such as the development of the *Watershed Management Plan*. The Commission is actively looking at options and believes that the budget for this activity needs to increase from \$50,000 in 2012 to \$100,000 in 2013.
- Legal (line 23) - the proposed 2013 budget is \$18,500, the same as the 2012 budget. This item covers routine legal services including attending commission meetings, reviewing agendas, and contracts.
- Financial Management (line 24) - the proposed 2013 budget is \$3,045, the same as the 2012 budget. This item covers services provided by the BCWMC Deputy Treasurer at the City of Golden Valley.
- Audit, Insurance, Bond (line 25) - the proposed 2013 budget is \$15,224, the same as the 2012 budget. This item covers the cost of the annual audit, required by state law, plus liability insurance and bonding.
- Meeting catering expenses (line 26) - the proposed 2013 budget is \$2,750, the same as the 2012 budget. This item covers the cost of the monthly meetings.
- Secretarial Services (line 27) - the proposed 2013 budget is \$40,000, the same as the 2012 budget. This item covers secretarial services, including scheduling and public noticing meetings of the commission and its subcommittees, mailings, copying, travel, attending the monthly commission meetings and taking care of the details of the meeting, working with the chair and commission staff to prepare the agenda for the monthly meeting.
- Public Outreach (line 28) - there are two budget items under this task:
 - a. Publications/Annual Report (line 29) – the proposed 2013 budget is \$2,000, the same as the 2012 budget. This item covers costs for preparing the BCWMC’s annual report.
 - b. Website (line 30) – the proposed 2013 budget is \$2,500, the same as the 2012 budget. This item covers costs for maintaining, updating, and making improvements to the BCWMC Website.
- WOMP (line 31) - \$10,000 is budgeted for 2013, which is intended to cover the BCWMC’s costs related to the Watershed Outlet Monitoring Program (WOMP) station on Bassett Creek. Through WOMP, monitoring of Bassett Creek has occurred since 2000. The Minneapolis Park and Recreation Board (MPRB) has been running the WOMP station for the last several years, in a cooperative effort with Metropolitan Council Environmental Services. In this role, the MPRB has been handling the sample and data collection tasks, while MCES performs maintenance, and BCWMC staff provides assistance with the rating curve. Recently, the MPRB notified the BCWMO it will be terminating its WOMP station contract with the Metropolitan Council on June 25, 2012. Metropolitan Council staff is willing to continue the monitoring through 2012 as a short-term solution.

In previous years, the BCWMC has budgeted \$10,000 annually to operate the WOMP station. This budget included reimbursing MPRB approximately \$5,000 for operating costs not covered by Met Council funds or staff, and approximately \$5,000 for BCWMC staff to coordinate with MCES, perform streamflow measurements, and

revise the rating curve. The Metropolitan Council staff is increasing their contribution to \$5,000 for 2013, bringing the total budget for this item to \$15,000 for 2013.

However, the Commission will need to contract with another entity to provide the service previously provided by the MPRB. An e-mail from Barr Engineering staff has estimated that if they performed the additional services the annual cost to the Commission would be \$25,000 to \$26,000 for 2013. The current budget does not reflect the \$11,000 cost increase. The chair has requested an estimate from the Mississippi WMO but has not received an estimate at this time.

- Demonstration/Education Grants (line 32) – this item has no budget at this time. This item is the BCWMC grant program, which is managed by the Education Committee.
- Watershed Education Partnerships (line 33) - this budget item includes participation in the Metropolitan Council's Citizen Assisted Monitoring Program (CAMP), the Hennepin Conservation District River Watch Program, Metro WaterShed Partners, the Blue Thumb program, and the Metro Blooms Rain Garden program. In response to budget constraints, this budget item was decreased by \$6,000 for 2012. The 2013 proposed budget increases this item by \$2,000 to \$15,000.
- Education and Public Outreach (line 34) - this budget item has been increase to \$14,775 for 2013. This budget item was \$4,000 in 2010. It was decreased to \$0 in 2011 in response to budget constraints and increased to \$5,775 in 2012. This budget item includes expenses for registration fees for city events; develop maps for city events, brochures, fact sheets, native seed packets, and the Joint Education and Public Outreach Committee administrative costs.
- Public Communications (line 35) – this budget item includes public notices for commission and committee meetings. The 2013 budget for this item is \$3,000, unchanged from the 2012 budget.
- Erosion/Sediment (Channel Maintenance) (line 36) - these funds are 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 the:
 - 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.

The proposed budget for this item has remained at \$25,000 for many years. No increase is proposed for 2013.

- Long-Term Maintenance (Flood Control Project) (line 37) - the proposed 2013 budget is \$25,000. These funds are used 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. The current fund balance is \$534,806.
- TMDLs (line 40) - the proposed 2013 budget for this item is \$10,000. The TMDL budget was set up to fund the BCWMC's costs for participating in the Medicine Lake, Sweeney Lake, and Wirth Lake Total Maximum Daily Load (TMDL) studies for these lakes have been completed, remaining impaired waters in the watershed include Northwood Lake and Bassett Creek (Parkers Lake is also listed as impaired for mercury). The Minnesota Pollution Control Agency staff has told the Chair that the Agency will not be back to this watershed for 10 years to complete these TMDLS. For 2012, this budget item was \$10,000 and included developing the report format for reporting on TMDL implementation activities. For 2013, this item includes preparing a progress report for the Medicine Lake, Sweeney Lake, and Wirth Lake TMDL implementation plans.
- **Capital Improvement Projects**— covers the capital costs of the project identified in the capital improvement projects table. These costs are assessed annually by the county based on the request of the Commission. For 2013, the capital improvement project funding includes \$943,000 for project NL-2 (Dredge Pond NB-07, Northwood Lake watershed) and \$57,000 for portion of project ML-8 (Lakeview Park Pond).

APPENDIX B

2013 Resolutions

RESOLUTION 13-01

Member de Lambert introduced the following resolution and moved its adoption:

**RESOLUTION DESIGNATING DEPOSITORIES FOR
BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FUNDS**

BE IT RESOLVED by the Bassett Creek Watershed Management Commission of the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that the following are named as depositories for funds, subject to the furnishing of collateral for funds on deposit as provided in the Laws of the State of Minnesota: **RBC Dain Rauscher; Wells Fargo; 4M Fund**

BE IT FURTHER RESOLVED that a sweep account will be used for nightly balances.

BE IT FURTHER RESOLVED that the following signatories or alternates are authorized to be signatories on checks drawn on funds deposited:

General Checking: Chair or Vice Chair and Treasurer or Deputy Treasurer
Each check shall require two signatures.

BE IT FURTHER RESOLVED that the following shall be authorized to make investments of the Bassett Creek Watershed Management Commission and shall be authorized to deposit the principal of said investments in the above named depositories as necessary and beneficial to the Bassett Creek Watershed Management Commission: Deputy Treasurer of the Bassett Creek Watershed Management Commission.

The Deputy Treasurer shall supply each of the depositories with certified copies of this resolution along with such signature documentation as is required by the depository and the authorizations set forth above.

Adopted by the Board of the Bassett Creek Watershed Management Commission this 17th day of January 2013.

Virginia K. Black 1-17-13
Chair Date

ATTEST:
sed Habel 1/17/13
Secretary Date

The motion for the adoption of the foregoing resolution was seconded by Member Goddard and upon a vote being taken thereon, the following voted in favor thereof: 8 and the following voted against the same 0 whereupon said resolution was declared duly passed and adopted.

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 13-03

A RESOLUTION OF APPRECIATION FOR SERVICES OF TED HOSHAL
TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

WHEREAS, the Bassett Creek Watershed Management Commission (the "Commission") is a joint powers organization formed by the cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale and St. Louis Park; and

WHEREAS, the Commission serves as the duly constituted watershed management organization for the Bassett Creek watershed pursuant to Minnesota Statutes, Sections 103B.201-103B.253 (the "Metropolitan Area Surface Water Management Act"); and

WHEREAS, under said Act, and the Commission's joint powers agreement, the Commission is charged with responsibility for the management of storm water to protect persons and property from flooding and to protect and preserve the water quality of lakes, streams and wetlands of the Bassett Creek Watershed and downstream receiving waters; and

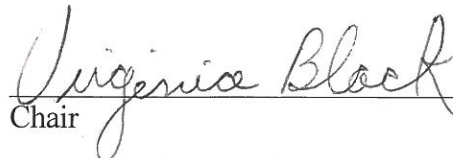
WHEREAS, Ted Hoshal has served as the Commissioner or Alternate Commissioner from the City of Medicine Lake from 2009 to the present; and

WHEREAS, Ted Hoshal has freely and generously given of his time and talents, without compensation, to serve the public and to protect the environment; and


WHEREAS, Ted Hoshal has been a steadfast advocate for the improved health of the waters of the Bassett Creek Watershed, has devoted countless hours and creativity to advancing and improving the education activities of the Commission, has served as Secretary of the Commission in 2012 and 2013, and has provided additional service to the Commission by actively participating as a key member of the West Metro Water Alliance, and several Commission committees including the Education Committee, Administrative Services Committee, Budget Committee, and Next Generation Plan Steering Committee.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Bassett Creek Watershed Management Commission that the Board, on behalf of the Commission, its member cities and the public hereby express their sincere and grateful appreciation to Ted Hoshal for his distinguished service to the public.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission this 15th day of August, 2013.


Chair

ATTEST:


Secretary

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 13-04

RESOLUTION APPROVING WATERSHED PLAN AMENDMENT

WHEREAS, the Commission is the watershed management organization responsible for preparing a watershed plan for the Bassett Creek watershed, pursuant to Minn. Stat. § 103B.231; and

WHEREAS, the Commission's watershed plan entitled, "Bassett Creek Watershed Management Commission, Water Management Plan, July 2004" was originally adopted on September 16, 2004 (hereinafter the "Plan"); and

WHEREAS, the Commission has submitted for review an amendment to the Plan to add to the capital improvement program a project for 2014 to modify Schaper Pond to improve the pond's ability to remove phosphorus, a project for 2014 to construct a water quality treatment pond in the Main Stem watershed to reduce phosphorus loading to Bassett Creek and a project for 2014 to provide in-lake alum treatment of Twin Lake to address internal phosphorus loading in the lake and prevent further water quality degradation (the "Plan Amendment"); and

WHEREAS, the Plan Amendment has been reviewed in accordance with the requirements of Minn. Stat. § 103B.231, which review is complete; and

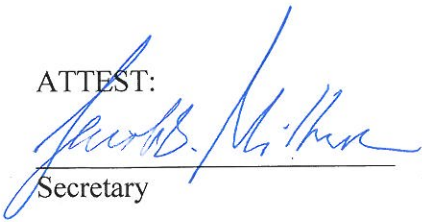
WHEREAS, the Commission finds that the adoption of the Plan Amendment is in accordance with the requirements of law and in the best interests of the public;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Bassett Creek Watershed Management Commission as follows:

1. The Plan Amendment is hereby approved in accordance with Minn. Stat. § 103B.231, Subd. 10.
2. The Secretary is directed to transmit a copy of the Plan Amendment to the clerks of all member cities.

Adopted by the Board of Commissioners of the Bassett Creek Watershed Management Commission this 19th of September, 2013.

ATTEST:


Secretary


Chair

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 13-05

A RESOLUTION ORDERING 2014 IMPROVEMENTS,
DESIGNATING MEMBER
RESPONSIBLE FOR CONSTRUCTION, MAKING FINDINGS
PURSUANT TO MINNESOTA STATUTES, SECTION 103B.251,
CERTIFYING COSTS TO HENNEPIN COUNTY, AND APPROVING AGREEMENT
FOR CONSTRUCTION OF IMPROVEMENT

WHEREAS, on September 16, 2004, the Commission adopted the *Bassett Creek Watershed Management Commission, Water Management Plan, July 2004* (the "Plan"); and

WHEREAS, the Plan includes a Capital Improvement Program ("CIP") listing capital projects in Table 12-2 of the Plan; and

WHEREAS, the CIP, as amended, includes the following capital projects for the year 2014:

The Schaper Pond Diversion Project (BCWMC Project SL-3) in the City of Golden Valley (the "Schaper Pond Project");

The Briarwood/Dawnview Water Quality Improvement Project (BCWMC Project BC-7) in the City of Golden Valley (the "Briarwood/Dawnview Project"); and

The Twin Lake In-Lake Alum-Treatment Project (BCWMC Project TW-2) in the City of Golden Valley (the "Twin Lake Project")

(hereinafter collectively referred to as the "2014 Projects"); and

WHEREAS, the Plan specifies a county tax levy under Minn. Stat., § 103B.251 as the source of funding for the 2014 Projects; and

WHEREAS, on September 19, 2013, following published and mailed notice in accordance with the Commission's Joint Power Agreement and Minn. Stat., § 103B.251, the Commission conducted a public hearing on the 2014 Projects.

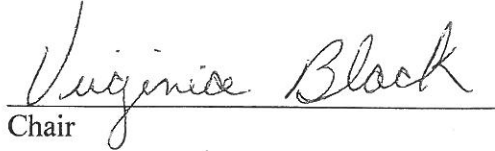
NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Bassett Creek Watershed Management Commission as follows:

1. The 2014 Projects will be conducive to the public health and promote the general welfare and are in compliance with Minnesota Statutes, Sections 103B.205 to 103B.255 (the "Act") and with the Plan as adopted and amended in accordance with the Act. The 2014 Projects are hereby ordered.

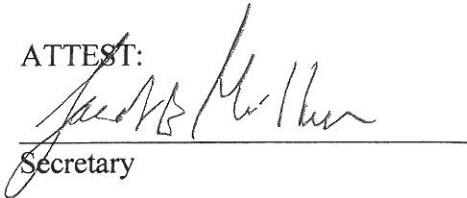
2. The estimated cost of the Schaper Pond Project is Six Hundred Twelve Thousand Dollars (\$612,000). Of this amount, Seventy-Eight Thousand Dollars (\$78,000) will be paid from the Commission's Capital Improvement Program Closed Project Account and up to Five Hundred Thirty-Four Thousand Dollars (\$534,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, Section 103B.251, levied in 2013 for collection in 2014.
3. The estimated cost of the Briarwood/Dawnview Project is Two Hundred Fifty Thousand Dollars (\$250,000). Of this amount Thirty-One Thousand Two Hundred Dollars (\$31,200) will be paid from the Commission's Capital Improvement Program Closed Project Account and up to Two Hundred Eighteen Thousand Eight Hundred Dollars (\$218,800) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, Section 103B.251 levied in 2013 for collection in 2014.
4. The estimated cost of the Twin Lake Project is One Hundred Sixty-Three Thousand Dollars (\$163,000). Of this amount, Twenty Thousand Eight Hundred Dollars (\$20,800) will be paid from the Commission's Capital Improvement Program Closed Project Account and up to One Hundred Forty-Two Thousand Two Hundred Dollars (\$142,200) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, Section 103B.251, levied in 2013 for collection in 2014.
5. Of the costs of the 2014 Projects, the Commission hereby certifies costs to Hennepin County in accordance with Minnesota Statutes, Section 103B.251 of Five Hundred Thirty-Four Thousand Dollars (\$534,000) for the Schaper Pond Project, Two Hundred Eighteen Thousand Eight Hundred Dollars (\$218,800) for the Briarwood/Dawnview Project, and One Hundred Forty-Two Thousand Two Hundred Dollars (\$142,200) for the Twin Lake Project. The total amount certified to Hennepin County for the 2014 Projects is Eight Hundred Ninety-Five Thousand Dollars (\$895,000) for payment by the county in accordance with Minnesota Statutes, Section 103B.251, Subd. 6.
6. The Commission has received, accepted and approved the feasibility reports for the 2014 Projects.
7. The costs of each of the 2014 Projects will be paid by the Commission up to the amounts specified in paragraphs 2, 3 and 4 above from the Capital Improvement Program Closed Project Account and proceeds received from Hennepin County pursuant to Minnesota Statutes, Section 103B.251. Additional costs may be paid by the cities constructing the Projects, but no costs will be charged to other members of the Commission.
8. The City of Golden Valley is designated as the member responsible for contracting for the construction of the Briarwood/Dawnview Project, and the engineer designated for preparation of plans and specifications is the Golden Valley City Engineer, or other engineers selected and retained by the City of Golden Valley.

Engineer, or other engineers selected and retained by the City of Golden Valley. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Golden Valley. The Cooperative Agreement with the City of Golden Valley for the construction of the Briarwood/Dawnview Project is approved, and the Chair and Secretary are authorized to execute the agreement on behalf of the Commission.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 19th day of September, 2013.


Chair

ATTEST:


Secretary

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 13-06

RESOLUTION SETTING TIME AND PLACE OF REGULAR MEETING

WHEREAS, Article V, Section 1 of the Bylaws of the Commission provide that the time and place of the regular meetings of the Commission shall be as specified from time to time by resolution of the Commission;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Bassett Creek Watershed Management Commission that the regular meetings shall be held at 8:30 o'clock a.m. on the third Thursday of each month at the Golden Valley City Hall, City Council Conference Room, 7800 Golden Valley Road in the City of Golden Valley, Minnesota.



Chair

Attest:



Secretary

Adopted October 17, 2013.

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 13-07

A RESOLUTION OF APPRECIATION FOR SERVICES OF DAVID HANSON
TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

WHEREAS, the Bassett Creek Watershed Management Commission (the "Commission") is a joint powers organization formed by the cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale and St. Louis Park; and

WHEREAS, the Commission serves as the duly constituted watershed management organization for the Bassett Creek watershed pursuant to Minnesota Statutes, Sections 103B.201-103B.253 (the "Metropolitan Area Surface Water Management Act"); and

WHEREAS, under said Act, and the Commission's joint powers agreement, the Commission is charged with responsibility for the management of storm water to protect persons and property from flooding and to protect and preserve the water quality of lakes, streams and wetlands of the Bassett Creek Watershed and downstream receiving waters; and

WHEREAS, David Hanson has served as the Alternate Commissioner from the City of Golden Valley from 1997 to 2001, and served as Commissioner and Treasurer for the Commission from 2001 to 2004 when he transitioned again to Alternate Commissioner to the present; and

WHEREAS, David Hanson has generously given of his time and talents, without compensation, to serve the public and to protect the environment; and

WHEREAS, his commitment to the water quality of Sweeney Lake, citizen education and citizen responsibility for lake concerns has been a priority; and


WHEREAS, he advocated for modifications to Schaper Park Pond to improve its sediment and phosphorus removal capabilities, and urged the installation of the skimmer that is now located at the pond outlet into Sweeney Lake; and

WHEREAS, David's efforts during the design and reconstruction of Highway 100 helped ensure that the project included water quality treatment to minimize the impact of the construction on stormwater runoff quality and providing protection to Sweeney Lake; and


WHEREAS, David Hanson has been an advocate for the improved health of the waters of the Bassett Creek Watershed and has devoted many hours to implementing the goals and policies of the organization; and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Bassett Creek Watershed Management Commission that the Board, on behalf of the Commission, its member cities and the public hereby express their sincere and grateful appreciation to David Hanson for his distinguished service to the public.

Adopted by the Board of Commissioners of the Bassett Creek Watershed Management Commission this 20th day of November, 2013.


Chair

ATTEST:


Secretary

APPENDIX C

Capital Improvement Program As Amended in 2013

Table 12-2 Water Quality Management and Flood Control 10-Year Capital Improvements Program

	Water Quality Improvement	Capital Cost ¹		Year								
		A (Actual Project (Cost)	E (Estimated Project Cost)	2010	2011	2012	2013	2014	2015	2016	2017	2018
Medicine Lake												
ML-1 ²	Construct wet detention pond for subwatershed BC94B1 (Option 8 in Medicine Lake Plan)		\$0									
ML-2 ³	Reduce Goose Loadings by 75% (Option 17 in Medicine Lake Plan)											
ML-3, ML-4 ⁴	Reroute flows from subwatershed BC94 to a larger wet detention pond for BC92 (Option 9a in Medicine Lake Plan) & dredging of accumulated sediment Medicine Lake East Beach wet detention pond for subwatershed BC107 (Option 11 in Medicine Lake Plan) & dredging of accumulated sediment	A	\$893,000									
ML-5 ⁵	Construct wet detention pond for subwatersheds BC98, BC98A and BC98B (Option 10a in Medicine Lake Plan) & dredging of accumulated sediment		\$0									
ML-6	Construct wet detention pond for subwatershed BC94B2 (Option 6 in Medicine Lake Plan)	E	\$14,000									\$14,000
ML-7 ⁶	In-Lake Herbicide Treatment (Option 18 in Medicine Lake Plan)	A	\$132,000									
ML-8	Lakeview Park Pond						\$196,000					
ML-11 ¹⁵	Medicine Lake Park Pond	E	\$1,100,000									
Plymouth Creek												
PC-1 ¹⁹	26th Avenue to Medicine Lake	E	\$965,000	\$902,462								
PC-2 ¹⁹	26th Avenue to 37th Avenue	E	\$559,000						\$105,000	\$454,000		
Parkers Lake												
PL-6 ¹⁴	Improvements to stormwater basin in PL-A13 near Circle Park (from the City of Plymouth's Parkers Lake Implementation Plan)	E	\$73,000									
Wirth Lake												
WTH-1 ⁷	Dredging subwatershed FR-5 detention pond (Option 2 in Wirth Lake Plan)	A	\$69,000									
WTH-2 ⁸	Highway 55 detention pond (option 3 in Wirth Lake Plan)	E	\$215,000									
WTH-3 ⁸	In-lake alum treatment (Option 1 in Wirth Lake Plan)	E	\$59,000									
WTH-4	Modify outlet to prevent back-flow (Wirth Lake TMDL Implementation Plan)		\$180,000			\$180,000						
Sweeney Lake												
SL-3	Schaper Pond Diversion Project	E	\$550,000					\$550,000				
Twin Lake												
TW-1 ⁹	Pond expansion (Option 1 in Twin Lake Plan)	E	\$182,000									
TW-2	Twin Lake In-Lake Alum Treatment	E	\$148,000					\$148,000				
Westwood Lake												
WST-1 ¹⁰	Flag Avenue detention/ skimming facility (Option 1 in Westwood Lake Plan)	A	\$174,000									
Bassett Creek Park Pond												
	None-see Table 2 Potential future water quality projects											
Northwood Lake												
NL-1 ¹¹	Construct ponds NB-35A, B, C and NB-29A, B (Option 4 in Northwood Lake Plan)	E	\$595,000						\$595,000			
NL-2 ²²	Four Seasons Mall Area Water Quality Project	E	\$990,000				\$990,000					
NL-3	Divert Lancaster Lane storm sewer (Option 3 in Northwood Lake Plan)	E	\$59,000									\$59,000
NL-4 ¹²	Construct ponds NB-36A, NB-37A, NB-38A and NB-28A, B (Option 5 in Northwood Lake Plan)	A	\$153,000									
NL-7 ¹⁶	Construct pond adjacent to creek	E	\$139,000									
Bassett Creek Main Stem												
BC-1 ¹³	Pond BC 10-3 (Option 4 in Bassett Creek Main Stem Plan)		\$0									
Crystal Boundary to Regent Ave ²⁰	Channel restoration	E	\$636,000	\$34,800	\$601,200							
Wisconsin Ave to Crystal Boundary	Channel restoration	E	\$580,000		\$290,000	\$290,000						
BC-7	Briarwood/Dawnview Water Quality Improvement Project, Golden Valley	E	\$200,000					\$200,000				
Irving Avenue to Golden Valley Road	Channel restoration	E	\$856,000			\$856,000						
Sweeney Lake Branch												
Courtawn Pond to Turners Crossing ¹⁷	Channel restoration	A	\$386,000									
North Branch												
36th Ave to Bassett Creek Park ²¹	Channel restoration	E	\$835,000		\$600,000	\$235,000						
Grimes, North, & South Rice Ponds												
GR-2	Grimes Pond wet detention pond (Option 4 in Rice and Grimes Ponds Plan)	E	\$104,000									\$104,000
Crane Lake												
CL-1	Ramada Inn detention/ skimming facility (Option 1 in Crane Lake Plan)	E	\$116,000									
CL-2 ¹⁸	Joy Lane Wet Detention Pond (Alt. #2)		\$0									
Turtle Lake												
	None Proposed											
Lost Lake												
	None Proposed											
			Capital Cost	2010	2011	2012	2013	2014	2015	2016	2017	2018
	ANNUAL ESTIMATED COST			\$937,262	\$1,491,200	\$1,561,000	\$1,186,000	\$898,000	\$0	\$700,000	\$454,000	\$177,000

Notes:

- Capital Cost does not include land acquisition costs, but does include legal, administration, and 25% additional for contingencies.
- Constructed by City.
- Periodically completed by City.
- This project includes dredging of accumulated sediment and was completed in 2006.
- Mn/DOT sound wall construction in New Hope will require relocation and resizing of storm sewer in this watershed.
- Treatment completed by the City of Plymouth in 2005, 2006, and 2008.
- Completed in 2006.
- Project authorized in 2006. Issues regarding participation by Mn/DOT and future maintenance have delayed construction, no current schedule.
- Project authorized in 2006. Issues regarding site contamination and right-of-way have delayed construction, no current schedule.
- Project completed in 2006.
- The City of New Hope constructed NB-35A, B, C but not to the same degree as proposed in the lake and watershed management plan. NB-29 A and B have not been constructed. These improvements will need to be re-evaluated as part of the feasibility study. Costs shown are for NB-29A and B only. Costs will be added to the CIP to upgrade these ponds if the feasibility study indicates that they should be upgraded.
- The City of New Hope constructed NB-28A and B. NB-36A, NB-37A and NB-38A were completed in 2006.
- This project was completed as part of the Boone Ave and Brookview Golf Course improvement projects in 2004.
- Project approved for construction in 2006, to be completed as part of street repaving project.
- Minor Plan Amendment approved April 2007. Project to be completed in 2010.
- Minor Plan Amendment approved September 2007. Project completed in 2009.
- Minor Plan Amendment approved August 2007. Project completed in 2008.
- Not feasible per city of Minnetonka in 2008.
- Minor Plan Amendment approved June 2009. Project PC-1 to be completed in 2011.
- Minor Plan Amendment approved June 2009.
- Project construction proposed to start in 2011 using CIP reserve funds.
- The Four Seasons Mall Area Water Quality Project includes construction of two new water quality treatment ponds and restoration of an eroding stream channel. One of the ponds will be located on the Four Seasons Mall site; the other pond will be located southwest of the mall site, near the intersection of 40th Ave. N. and Pilgrim Lane. The original proposed project (from the 1996 Northwood Lake Watershed and Lake Management Plan) was to dredge and enlarge pond NB-07 to provide additional treatment of stormwater runoff. The 2012 feasibility study for the Four Seasons Mall Area Water Quality Project concluded that it was not feasible to convert pond NB-07 (a wetland) to a stormwater pond. The feasibility study also included two scenarios as alternatives to the proposed dredging. The Commission selected Scenario 1 as their preferred alternative.

APPENDIX D

Website Usage Report



Complete Report - Current Year 2011

www.bassettcreekwmo.org

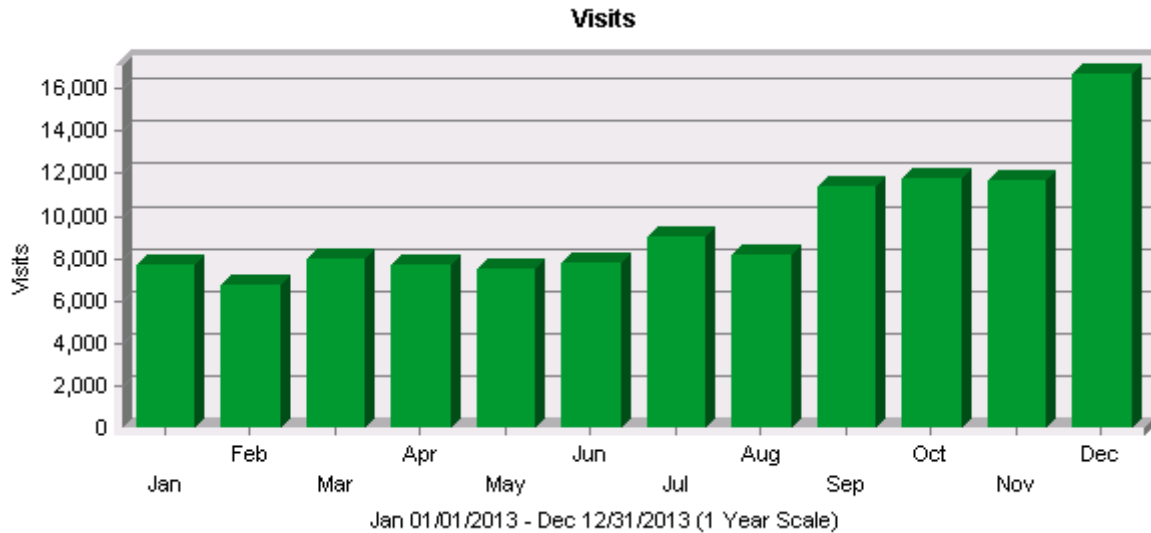
01/01/2013 00:00:00 - 12/31/2013 23:59:59

Monday May 05, 2014 - 09:06:20

General Statistics

Help

The Visits graph displays the overall number of visits to your Web site. The General Statistics table provides an overview of the activity for your Web site during the specified time frame.





General Statistics

Hits	Entire Site (Successful)	954,176
	Average per Day	2,614
	Home Page	56,965
Page Views	Page Views	726,449
	Average per Day	1,990
	Average per Unique Visitor	47
Visits	Document Views	120,775
	Visits	114,052
	Average per Day	312
Visitors	Average Visit Length	00:59:48
	Median Visit Length	00:00:02
	International Visits	8.55%
	Visits of Unknown Origin	22.70%
	Visits from United States	68.74%
	Visits Referred by Search Engines	0
	Visits from Spiders	26,330
	Unique Visitors	15,147
	Visitors Who Visited Once	10,778
	Visitors Who Visited More Than Once	4,369

General Statistics - Help Card



-  **Average Hits per Day** - Number of successful hits divided by the total number of days in the log.
- Average Page Views per Day** - Number of page views divided by the total number of days in the log.
- Average Page Views per Unique Visitor** - Number of page views divided by the total number of unique visitors.
- Average Visits per Day** - Number of visits divided by the total number of days in the log.
- Average Visit Length** - Average of non-zero length visits in the log.
- Document Views** - Number of hits to pages that are considered documents--not dynamic pages or forms--as defined by the system administrator.
- Hit** - A single action on the Web server as it appears in the log file. A visitor downloading a single file is logged as a single hit, while a visitor requesting a Web page including two images registers as three hits on the server; one hit is the request for the .html page, and two additional hits are requests for the downloaded image files. While the volume of hits is an indicator of Web server traffic, it is not an accurate reflection of how many pages are being looked at.
- Hits: Entire Site (Successful)** - Number of hits that had a "success" status code.
- Hits: Home Page** - Number of times the home page (as defined in the profile) was viewed.
- International Visits** - Percentage of visitors defined as "international" in Domain Options.
- Home Page Hits** - Number of times your home page was visited.
- Median Visit Length** - Median of non-zero length visits in the log. Half the visit lengths are longer than the median, and half are shorter. This number is often closer to the "typical" visit length than the average visit length. Numbers that are wildly atypical can skew the average, but will not skew the median so much.
- Page** - Any document, dynamic page, or form. Documents are user-defined in Options, but typically include all static content, such as complete html pages. Dynamic pages are created with variables and do not exist anywhere in a static form. Forms are scripted pages which get information from a visitor and pass it back to the server.
- Page Views** - Hits to files designated as pages. Supporting graphics and other non-page files are not counted.
- Page Views: Document Views** - Hits to pages that are defined as documents. This entry excludes hits to dynamic pages and forms.
- Unique Visitors**- Individuals who visited your site during the report period. If someone visits more than once, they are counted only the first time they visit.
- Visits** - Number of times a visitor came to your site. If a visitor is idle longer than the idle-time limit, WebTrends assumes the visit was voluntarily terminated. If the visitor continues to browse your site after they reach the idle-time limit, a new visit is counted. The default idle-time limit is thirty minutes.
- Visits from Spiders** - Number of visits from any site classified as a spider.
- Visits from Your Country** - Percentage of visits from your country. The name of your country and the country code are shown. Your system administrator configures the selection for your country.
- Visits of Unknown Origin** - Percentage of visitors from an origin that could not be determined.
- Visits Referred by Search Engines** - Number of visits that began with a referral from any site classified as a search engine.
- Visitors Who Visited More Than Once** - Number of individual visitors who appear more than once in the log file. Individuals can be tracked by IP addresses, domain names, and cookies. Cookies provide the most accurate count.
- Visitors Who Visited Once** - Number of individual visitors who appear only once in the log file. Individuals can be tracked by IP addresses, domain names, and cookies. Cookies provide the most accurate count.

 The General Statistics page provides an overview of your Web site's performance and visitor behavior and can help you determine which chapters will be most valuable to you.

Log records for the last second in the log file are not included in this analysis. There is no way to tell if information for that second is complete until the log records following it become available. The data for the last second will be included when the next analysis is run and additional data is available.