



## Bassett Creek Watershed Management Commission

**DRAFT Minutes of Regular Meeting**  
**Thursday, June 20, 2019**  
**8:30 a.m.**  
**Golden Valley City Hall, Golden Valley MN**

**1. CALL TO ORDER and ROLL CALL**

On Thursday, June 20, 2019 at 8:31 a.m. in the Council Conference Room at Golden Valley City Hall (7800 Golden Valley Rd.), Chair Prom called the meeting of the Bassett Creek Watershed Management Commission (BCWMC) to order.

**Commissioners and city staff present:**

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	Dave Anderson	<i>Vacant Position</i>	Mark Ray
Golden Valley	Stacy Harwell	Jane McDonald Black*	Eric Eckman
Medicine Lake	Clint Carlson	Gary Holter	<i>Absent</i>
Minneapolis	Michael Welch	<i>Vacant Position</i>	<i>Absent</i>
Minnetonka	Mike Fruen	<i>Absent</i>	Sarah Schweiger
New Hope	<i>Absent</i>	Pat Crough	Megan Hedstrom
Plymouth	Jim Prom	Catherine Cesnik	Chris LaBounty
Robbinsdale	<i>Absent</i>	<i>Absent</i>	Marta Roser, Richard McCoy
St. Louis Park	Jim de Lambert	<i>Absent</i>	Erick Francis
<b>Administrator</b>	Laura Jester, Keystone Waters		
<b>Engineer</b>	Karen Chandler, Barr Engineering		
<b>Recorder</b>	None		
<b>Legal Counsel</b>	David Anderson, Kennedy & Graven		
<b>Presenters/ Guests/Public</b>	Bill Emory, Hennepin County*		

\*Denotes partial attendance

**2. CITIZEN FORUM ON NON-AGENDA ITEMS**

No citizens present.

**3. APPROVAL OF AGENDA**

**MOTION:** Commissioner Welch moved to approve the agenda. Commissioner Fruen seconded the motion. Upon a vote, the motion carried 8-0 [City of Robbinsdale was absent from the vote].

**4. CONSENT AGENDA**

Administrator Jester noted the revised June financial statement distributed at the meeting. She indicated that two invoices were added and one invoice was revised.

The following items were approved as part of the consent agenda: May 16, 2019 Commission meeting minutes, acceptance of the revised June 2019 financial report, payment of invoices, approval of Theodore Wirth Golf Course Cart Path Project, Golden Valley.

The general and construction account balances reported in the revised June 2019 Financial Report are as follows:

Checking Account Balance	\$ 703,453.27
<b>TOTAL GENERAL FUND BALANCE</b>	<b>\$ 703,453.27</b>
<b>TOTAL CASH &amp; INVESTMENTS ON-HAND (06/12/19)</b>	<b>\$ 3,564,717.11</b>
CIP Projects Levied – Budget Remaining	\$ (4,636,650.52)
Closed Projects Remaining Balance	\$364,066.19
2012-2017 Anticipated Tax Levy Revenue	\$7,045.36
2018 Anticipated Tax Levy Revenue	\$10,316.57
Anticipated Closed Project Balance	\$381,428.12

**MOTION:** Commissioner Carlson moved to approve the consent agenda. Commissioner Welch seconded the motion. Upon a vote, the motion carried 8-0 [City of Robbinsdale was absent from the vote].

**5. BUSINESS**

**A. Consider Resolution of Appreciation for Commissioner Scanlan**

Administrator Jester explained that Commissioner Scanlan recently stepped down from the Commission citing health concerns. She added that she greatly appreciated his participation on Commission committees and during meetings and noted that he regularly took advantage of training opportunities to continually learn more. Various commissioners added their praise for Commissioner Scanlan’s involvement and work.

**MOTION:** Commissioner Anderson moved to approve the resolution of appreciation for Commissioner Scanlan; Commissioner Welch seconded the motion. Upon a vote, the motion carried 8-0 [City of Robbinsdale was absent from the vote].

**B. Elect New Commission Secretary**

Due to Commissioner Scanlan's resignation, the Commission is in need of a new secretary. Administrator Jester gave a brief overview of the position noting it mostly involves providing signatures on official contracts and business.

**ELECTION:** Commissioner Welch nominated Commissioner de Lambert as Commission Secretary. Upon a vote, the Commission elected Commissioner de Lambert on a vote of 8-0 [City of Robbinsdale was absent from the vote].

The following meeting items were taken out of order to allow time for Alt. Commissioner McDonald Black to arrive

**D. Consider Technical Advisory Committee Recommendations**

TAC chair, Mark Ray, gave a brief overview noting that the TAC met on May 29<sup>th</sup> to discuss how the Commission should review proprietary stormwater manufactured treatment devices (MTDs) proposed to be used in development or redevelopment projects. He noted that they have another meeting planned on July 8<sup>th</sup> to further discuss the issue, but the TAC has one recommendation at this time. Mr. Ray indicated that ideally, the MPCA would test MTDs and include them in the Minnesota Stormwater Manual. He noted the Commission should advocate for this but that it's the long-term vision as it would take considerable time. He relayed the TAC recommendation that the Commission cooperate with other watersheds in sending a letter to the MPCA, formally requesting that the MPCA evaluate stormwater MTDs and include development protocols in the MN Stormwater Manual.

Commissioner Welch asked if the TAC is developing a list of specific technologies they wish the MPCA to test. Mr. Ray indicated that, no, the TAC is discussing the structure or process of a testing program. Commissioner Welch indicated that Riley Purgatory Bluff Creek Watershed District is discussing a similar matter and that it's a good idea to cooperate with others.

**MOTION:** Commissioner Welch moved approval of the TAC recommendation and added that the MN Board of Water and Soil Resources should be copied on the communication with the MPCA. Commissioner de Lambert seconded the motion. Upon a vote the motion carried 8-0 [City of Robbinsdale was absent for the vote.]

**E. Receive Update on 50th Anniversary Event**

Administrator Jester gave an update on the anniversary event. She noted that Commissioner Welch would emcee the event, that over 60 people were registered for the tour and over 80 registered for the event. She noted that the tour handout was being developed, catering was ordered, and that she was gathering materials for display. She also indicated that she attended the Golden Valley and Crystal City Council meetings to receive, on the Commission's behalf, resolutions/proclamations recognizing the 50<sup>th</sup> anniversary of the Commission. She reported that Commissioner Anderson was also present at the Crystal council meeting but that neither Commissioner Harwell nor Alt. Commissioner McDonald Black were available to attend the Golden Valley council meeting.

**C. Set Proposed 2020 Operating Budget**

Administrator Jester reminded commissioners that at their May meeting they reviewed the Budget Committee's recommendations for the 2020 operating budget and that there had been considerable discussion about how much money should be set aside to start saving for the development of the next watershed management plan due in 2025. She noted that she and Commission Engineers Chandler and Williams had met and discussed possible costs of 2025 plan development with items to consider laid out in the memo included with meeting materials. She recommended the Commission plan for a plan development budget of \$120,000.

Administrator Jester noted she included three different options for setting aside varying amounts each year for plan development in the memo that has impacts on assessments ranging from an increase of 3% over 2019 assessments to an increase of 4.5% over 2019 assessments. She also noted that the budget figures include \$7,500 for dues to the Minnesota Association of Watershed Districts (MAWD).

Chair Prom noted that the majority of the Budget Committee members would like to keep the assessments at a 3% increase. [Alt. Commissioner McDonald Black arrives.]

Commissioner Welch noted that it seemed like MAWD staff was willing to work on issue of dues, that MAWD dues should stay in the budget, and that it seems like sound budgeting to spread the planning costs evenly over several years rather than have a large increase in assessments in the future, noting that he prefers option #3, the 4.5% assessment increase. Commissioners Harwell and de Lambert agreed. Commissioner Anderson noted his desire to keep the assessment increase at 3%, if possible.

Alt. Commissioner McDonald Black noted that she had not been able to attend MAWD’s Finance Committee meeting but that she spoke with Emily Javens (MAWD Executive Director) by phone and relayed the idea that MAWD should incrementally increase the dues for new WMO members. She noted it was important to allow WMOs to more slowly increase their member cities’ dues levels and that would also help MAWD gain support. She indicated she believes it’s important for the Commission to remain in MAWD because their mission aligns with Commission goals and they seem to be focused on streamlining and attaining efficiencies in water management.

Alt. Commissioner McDonald Black also noted her belief that the Commission should fully fund the watershed plan development over years rather than allowing for a significant bump in assessments that wouldn’t likely decrease after the plan was complete.

**MOTION:** Commissioner Welch moved to accept Option 3 of the proposed 2020 budget and to advance the proposed budget to cities for their review and comment. Commissioner Harwell seconded the motion. A roll call vote was taken:

Crystal – no	New Hope – yes
Golden Valley – yes	Plymouth – no
Medicine Lake – yes	Robbinsdale – absent
Minneapolis – yes	St. Louis Park – yes
Minnetonka – yes	

Motion carried.

**6. COMMUNICATIONS**

**A. Administrator’s Report**

- i. Report on Meeting with Hennepin County Commissioner Fernando  
Administrator Jester reported that she, Commission Engineer Chandler, Chair Prom and Vice Chair Welch met with Hennepin County Commissioner Fernando on June 14<sup>th</sup>. She noted that Commissioner Fernando was extremely approachable, understood the BCWMC’s mission and work, and indicated she would advocate for the 2020 levy request and CIP projects. Mr. Emory, Commissioner Fernando’s Policy Aide, indicated that her office recently discussed the issue of over salting with a building association trade group. Commissioner Welch noted that we should invite Commissioner Fernando to a future Commission meeting.
- ii. Draft Model Ordinance on Chloride Reduction for Cities  
The final model ordinance should be available in July; some TAC members had been involved in its development. She will bring it to the Commission when it’s available.
- iii. Report on Four Seasons Redevelopment Project  
Met with developers and their engineers, Plymouth staff, and Commission Engineer Chandler to review their proposed stormwater management techniques for the development itself and the “above and beyond” treatment. We will continue to work with the developer and the city, as needed, and may come to the Commission at their July or August meeting to consider entering an agreement.

**B. Chair**

- i. Chair Prom noted that he intends to meet with Dominium (Four Seasons developer) as a Plymouth City Council member.

**C. Commissioners**

- i. Commissioner Welch reported his attendance at the Bassett Creek Valley Summit on June 4<sup>th</sup> that was convened by the MPRB. He noted it was good to get everyone in the same room to discuss the challenges and opportunities for development in the valley.
- ii. Commissioner Welch noted the chloride limited liability legislation did not pass again, primarily due to not resolving issues between the House and Senate.
- iii. Commissioner Carlson asked for an update on Medicine Lake issues. Administrator Jester gave a brief report on curly-leaf pondweed control and how the Commission shares the cost with TPRD, and on monitoring on the lake.

**D. TAC Members**

- i. Next meeting July 8

**E. Committees**

- i. Education Committee met on May 22 to discuss plans for the 50<sup>th</sup> event

**F. Legal Counsel**

- i. None (Congratulations to Mr. Anderson on recent birth of a son.)

**G. Engineer**

- i. Commission Engineer Chandler provided an update on the FEMA modeling project indicating they were responding to some comments from the interagency review committee and that the DNR is asking for a grant extension from FEMA.

**7. INFORMATION ONLY (Information online only)**

- A. Administrative Calendar
- B. CIP Project Updates <http://www.bassettcreekwmo.org/projects>
- C. Grant Tracking Summary and Spreadsheet

**8. ADJOURNMENT**

The meeting adjourned at 9:23 a.m.

**Upcoming Meetings & Events**

- Bassett Creek Watershed 50<sup>th</sup> Anniversary Tour and Celebration Event: Thursday June 27<sup>th</sup>, Brookview Community Center, Golden Valley
- BCWMC Technical Advisory Committee Meeting: July 8<sup>th</sup>, 1:00 p.m., Golden Valley City Hall
- Bassett Creek Watershed Management Commission Meeting: Thursday July 18<sup>th</sup>, 8:30 a.m., Golden Valley City Hall

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Signature/Title Date

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Signature/Title Date