



## Bassett Creek Watershed Management Commission

### AGENDA MEMO

Date: November 11, 2015

To: BCWMC Commissioners

From: Laura Jester, Administrator

**RE: Background Information for 11/18/15 BCWMC Meeting**

1. **CALL TO ORDER and ROLL CALL**
2. **CITIZEN FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM**
4. **CONSENT AGENDA**

- A. Approval of Minutes – October 15, 2015 Commission meeting- **ACTION ITEM with attachment**
- B. Approval of November 2015 Financial Report - **ACTION ITEM with attachment**
- C. Approval of Payment of Invoices - **ACTION ITEM with attachments**
  - i. Keystone Waters, LLC – October 2015 Administrator Services
  - ii. Barr Engineering – October 2015 Engineering Services
  - iii. Amy Herbert – October 2015 Secretarial Services
  - iv. ACE Catering – November 2015 Meeting Refreshments
  - v. Wenck – October 2015 WOMP Monitoring
  - vi. HDR – September 2015 Website Redesign Project
  - vii. Kennedy Graven – September 2015 Legal Services
  - viii. Hennepin County – 2015 River Watch Program
- D. Approval of MDNR Flood Reduction Grant Contract - **ACTION ITEM with attachment** – *At the October meeting, the Commission approved a resolution agreeing to be the legal sponsor for the project contained in the Flood Damage Reduction Grant Assistance Program Application submitted on August 24, 2015 and authorizing the BCWMC Administrator to apply to the DNR for funding of this project on the Commission's behalf. Staff recommends approval of this grant contract to receive \$93,000 in MDNR funding towards the development of the XP-SWMM model.*
- E. Approval of Project at 239 Peninsula Road, Medicine Lake – **ACTION ITEM with attachment** - *The proposed project includes installation of two solar panels at a residence in the City of Medicine Lake, within the floodplain of the lake. The project will result in no fill within the floodplain. Approximately 400 square feet will be graded to construct the project and the project will result in 84 square feet of additional impervious surface on the parcel. Staff recommends approval of the project.*
- F. Approval of Project at 1130 Angelo Drive, Golden Valley – **ACTION ITEM with attachment** - *The proposed project is located in the Sweeney Lake subwatershed within the floodplain of the lake. Approximately 5,000 square feet will be graded to construct the project. The proposed project results in no change of impervious surface on the parcel, and includes removal of an existing failing railroad tie retaining wall and installation of 12 -18 inch fieldstone riprap along the shoreline. Native plant plugs will be installed between the rocks and 10 feet back from the riprap. There will be no fill within the floodplain. Staff recommends approval of the project.*

#### 5. BUSINESS

- A. Receive Final Report on CR2012 Main Stem Restoration Project Through Wirth Park – **INFORMATION ITEM with attachment** – *The Main Stem Restoration Project (CR2012) through Wirth Park is complete. The City of Minneapolis submitted the attached final project report for the Commission's review prior to considering a final reimbursement request found in Item 5B.*

- B. Consider Approval of City of Minneapolis Reimbursement Request for CR2012 Main Stem Restoration Project Through Wirth Park – ACTION ITEM with attachment (full documentation available online) – *On 9/15/11, the Commission entered an [agreement](#) with the City of Minneapolis to design and construct the CR2012 Main Stem Restoration Project. Additionally, at their meeting on 1/16/14, the Commission approved a TAC recommendation allowing the City of Minneapolis to use \$26,747.50 from its allocated Channel Maintenance Fund amount to augment funds needed for this project. The entire project is now complete and the City is requesting a reimbursement of \$96,800.29 from the CIP fund for this project and \$26,747.50 from Channel Maintenance Funds. Staff reviewed the invoices and documentation accompanying the reimbursement request and recommends approval of the request. There are no CIP funds remaining for this project (no funds transferring to Closed Project Account). Staff will submit a Clean Water Fund final report and grant reimbursement request from BWSR for this project by the end of January 2016.*
- C. Consider Approval of 90% Plans for Northwood Lake Water Quality Improvement Project NL-1 – ACTION ITEM with attachment (full plan set online) – *At their September meeting, the Commission approved the [50% design plans](#) for this project (with Commission Engineers comments). The City of New Hope recently submitted 90% design plans with many of the recommendations on the 50% plans addressed. The attached memo from the Commission Engineer includes comments on the plans and tables showing volume reductions, pollutant removals, and lake level changes. Staff recommends conditional approval of the 90% plans with Commission Engineer comments and authorization for the City of New Hope to finalize the plans and submit to the Commission Engineer for administrative review and final approval.*
- D. Consider Approval of 90% Plans for Honeywell Pond Expansion Project BC-4 – ACTION ITEM with attachment – *At their September meeting, the Commission approved the [50% design plans](#) for this project (with Commission Engineers comments). The City of Golden Valley recently submitted 90% design plans with many of the recommendations on the 50% plans addressed. The attached memo from the Commission Engineer includes comments on the plans and a table comparing pollutant removals from the feasibility study, 50% designs, and 90% designs. Staff recommends conditional approval of the 90% plans with Commission Engineer comments and authorization for the City of Golden Valley to finalize the plans and submit to the Commission Engineer for administrative review and final approval.*
- E. Consider Golden Valley’s Request to Review Douglas Drive Project Using Former BCWMC Standards – ACTION ITEM with attachment – *The City of Golden Valley recently submitted plans for the Douglas Drive Reconstruction Project. The beginning of this project dates back to 2007. (The Commission’s Honeywell Pond Expansion Project is being planned in conjunction with this road reconstruction project.) Design of the water resources portion of the project is based on BCWMC standards from its 2004 Watershed Management Plan (which were the standards in place during the planning/design phase of the project). The city is requesting that this project be reviewed for compliance with the 2004 BCWMC standards rather than the Commission’s new standards (MIDS) adopted 9/17/15. Please see the city’s request in the attached letter.*
- F. Consider Approval of Technical Advisory Committee Recommendations – ACTION ITEM with attachments – *The TAC met on 9/8/15 and 11/5/15 to discuss and refine policies related to the Channel Maintenance Fund, a request by the City of Crystal to use the Channel Maintenance Fund to repair an eroding area on the North Branch Bassett Creek, and items related to the roles and responsibilities for the BCWMC Flood Control Project. The TAC memo attached includes recommendations for the first two items with documents attached in 5Fi and 5Fii. Discussions regarding the Flood Control Project are ongoing with the TAC. A complete recommendation on this item is expected in 2016. Staff recommends approval of the TAC’s recommendations.*
- i. Channel Maintenance Fund Policy – attachment for ACTION in 5F – *The TAC recommends changes to the Channel Maintenance Fund Policy. The revised policy reflects current practice and is shown with new provisions underlined and now irrelevant policies struck out. The agreement shown as Attachment 1 was recently reviewed and revised by the Commission’s legal counsel.*

- ii. Request by City of Crystal for Use of Channel Maintenance Fund – **attachment for ACTION in 5F** – *The TAC recommends approving Crystal’s request to use \$31,675 of its allocated Channel Maintenance Funds to repair an eroding section of the North Branch Bassett Creek. This area is within the prior BCWMC CIP project: [North Branch Bassett Creek Restoration Project](#). Provision #7 of the revised Channel Maintenance Fund Policy above (Item 5Fi) allows the use of these funds to repair of a former CIP project.*
  - iii. Agreement with City of Crystal for Use of Channel Maintenance Fund – **ACTION ITEM with attachment** – *If the request in Item 5Fii is approved, the Commission should enter an agreement with the City of Crystal to direct the use of the Channel Maintenance Funds.*
- G. Receive Updates on Feasibility Studies for 2017: Plymouth Creek Restoration Project and Main Stem Erosion Repair Project – **INFORMATION ITEM with attachment** – *Plymouth Creek Restoration Project: A technical stakeholder meeting was held on 10/26/15 at the project site and included me, the Commission Engineer, Commissioner Black, City of Plymouth staff, Army Corps of Engineers, and the MDNR. A public meeting was held the evening of 10/26/15 and was attended by me, the Commission Engineer, Mr. Asche, Commissioner Black, and Alt. Commissioner Crough as well as eleven residents from 8 different properties adjacent to the project area. No major concerns were raised at the meeting. A webpage for the project was established at: <http://www.bassettcreekwmo.org/CIP-Information/CIP-Projects/Plymouth/PlymouthCreek-Plymouth-2017/PlymouthCreek-CIP-Project2017-Plymouth.htm>. Main Stem Erosion Repair Project: The Commission Engineer is beginning the technical portions of the feasibility study. A public stakeholder engagement plan was developed (attached) to inform and engage the residents and businesses in the Bryn Mawr and Harrison Neighborhoods. A letter to all households in both neighborhoods is slated to be mailed the week of November 16th. A webpage for the project was established at: <http://www.bassettcreekwmo.org/CIP-Information/CIP-Projects/Minneapolis/MainStem-Minneapolis-2017/MainStem-CIP-Project2017-Minneapolis.htm>.*

## 6. COMMUNICATIONS

- A. Administrator’s Report – **INFORMATION ONLY with attachment**
  - a. Website Redesign Project Update
  - b. December 2015 – April/May 2016 Commission Meeting Location: Plymouth City Hall
- B. Chair
- C. Commissioners
  - a. Report on Water Resources Conference – **INFORMATION ONLY with attachment**
- D. TAC Members
- E. Committees
- F. Legal Counsel
- G. Engineer
  - a. Update on Schaper Pond Diversion Project – **INFORMATION ONLY no attachment**

## 7. INFORMATION ONLY (Information online only)

- A. CIP Project Update Chart
- B. Grant Tracking Summary and Spreadsheet
- C. 2015 Water Resources Conference Abstracts <https://www.wrc.umn.edu/waterconf>
- D. NEMO Workshop Summaries
- E. West Metro Water Alliance Fall Water Links Newsletter  
<http://content.govdelivery.com/accounts/MNHENNE/bulletins/11fe9ea>

## 8. ADJOURNMENT

### Upcoming Meetings & Events

- Metro Summit for Lake and River Groups: Tuesday December 1<sup>st</sup>, 5:30 – 8:30 p.m.  
<http://freshwater.org/metrosummit2015/>
- BCWMC Regular Meeting: Thursday December 17th, 8:30 a.m. Plymouth City Hall
- BCWMC TAC Meeting: Thursday January 9<sup>th</sup>, 1:30 p.m. Plymouth City Hall