



# Bassett Creek Watershed Management Commission

Public Hearing and Regular Meeting

Thursday, September 15, 2016

8:30 – 11:00 a.m.

Council Conference Room, Golden Valley City Hall, Golden Valley, MN

## AGENDA

### 1. CALL TO ORDER and ROLL CALL

2. **CITIZEN FORUM ON NON-AGENDA ITEMS** - *Citizens may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, with the exception of referral to staff or a Commissions Committee for a recommendation to be brought back to the Commission for discussion/action.*

### 3. APPROVAL OF AGENDA

### 4. CONSENT AGENDA

- A. Approval of Minutes - August 18, 2016 Commission Meeting
- B. Approval of September 2016 Financial Report
- C. Approval of Payment of Invoices
  - i. Keystone Waters, LLC – August 2016 Administrator Services
  - ii. Barr Engineering – August 2016 Engineering Services
  - iii. Triple D Espresso – September 2016 Meeting Refreshments
  - iv. Wenck – August 2016 WOMP Monitoring
  - v. Lawn Chair Gardener – August 2016 Educational Services
  - vi. Kennedy Graven – July 2016 Legal Services
  - vii. Finance and Commerce – Public Hearing Notice Publication
  - viii. Amy Herbert – August 2016 Secretarial Services
- D. Approval to Purchase Bond Insurance Per Joint Powers Agreement
- E. Approval to Send Comment Letter on Mississippi Watershed Management Organization's 2016 Minor Plan Amendment

### 5. PUBLIC HEARING

- A. Receive Comments from Member Cities and Public on the Proposed 2017 Capital Improvement Program (CIP) Projects
  - i. Plymouth Creek Restoration Project (2017CR-P)
  - ii. Bassett Creek Main Stem Erosion Repair Project (2017CR-M)

### 6. BUSINESS

- A. Consider Approval of Resolution 16-08 Ordering 2017 Improvements
  - i. Designating Members Responsible for Construction
  - ii. Making Findings Pursuant to Minnesota Statutes Section 103B.251
  - iii. Certifying Costs to Hennepin County
  - iv. Approving Agreement with City of Plymouth for Construction of Plymouth Creek Restoration Project (2017CR-P)
  - v. Approving Agreement with City of Minneapolis for Construction of Bassett Creek Main Stem Erosion Repair Project (2017CR-M)
- B. Consider Attendance at Aquatic Invaders Summit

## 7. COMMUNICATIONS

- A. Administrator's Report
  - i. Aquatic Invaders Summit, St. Cloud
  - ii. Reminder of Wednesday November 16<sup>th</sup> BCWMC Regular Meeting
- B. Chair
- C. Commissioners
- D. TAC Members
- E. Committees
- F. Legal Counsel
- G. Engineer

## 8. INFORMATION ONLY (Information online only)

- A. CIP Project Updates: Now Available Online <http://www.bassettcreekwmo.org/projects>
- B. Grant Tracking Summary and Spreadsheet
- C. Hennepin Co. Natural Resources Opportunity Grant Application Submission – Plymouth Creek Restoration Project
- D. WCA Notice of Exemption –Plymouth
- E. WCA Notice of Decision by BCWMC – 1143 South Shore Drive, Medicine Lake
- F. WCA Notice of Decision by BCWMC – 10715 South Shore Drive, Medicine Lake
- G. Hennepin County Input Session September 29<sup>th</sup> (morning or evening options, Brookdale Library, Brooklyn Center) “Envisioning the future of environmental education for youth”  
<http://www.hennepin.us/business/work-with-henn-co/envisioning-future-environmental-education>
- H. Clean Water Summit September 22<sup>nd</sup>, Minnesota Landscape Arboretum, Register at <http://www.arboretum.umn.edu/2016cleanwatersummit.aspx>
- I. State of the (Mississippi) River Report Launch and Presentation September 22<sup>nd</sup>, Science Museum of Minnesota, St. Paul. Free to register at <http://fmr.org/events/2016/09/22/state-river-launch>
- J. Water Resources Conference, October 18 – 19, St. Paul RiverCentre, <http://www.wrc.umn.edu/news-events/waterconf>

## 9. ADJOURNMENT

### Upcoming Meetings & Events

- Golden Valley Arts and Music Festival: Saturday September 17, 2016, Golden Valley City Hall
- Clean Water Summit: Thursday September 22<sup>nd</sup>, 9:00 – 4:30; Minnesota Landscape Arboretum; register at <http://www.arboretum.umn.edu/2016cleanwatersummit.aspx>.
- State of the (Mississippi) River Report Launch and Presentation: Thursday September 22<sup>nd</sup>, 7:00 p.m., Science Museum of Minnesota, St. Paul. Free to register at <http://fmr.org/events/2016/09/22/state-river-launch>
- Hennepin County Input Session: Thursday September 29<sup>th</sup> (morning or evening options, Brookdale Library, Brooklyn Center) “Envisioning the future of environmental education for youth”  
<http://www.hennepin.us/business/work-with-henn-co/envisioning-future-environmental-education>
- BCWMC APM/AIS Committee Meeting: Tuesday September 27<sup>th</sup>, 8:30 – 10:00 a.m., Council Conference Room, Golden Valley City Hall
- Aquatic Invaders Summit, October 5 – 6, River's Edge Convention Center, St. Cloud MN  
<http://aisummit.mnlakesandrivers.org/about/>
- BCWMC TAC Meeting, Thursday October 6<sup>th</sup>, 1:30 – 3:30 p.m., Council Conference Room, Golden Valley City Hall
- Water Resources Conference, October 18 – 19, St. Paul RiverCentre, <http://www.wrc.umn.edu/news-events/waterconf>
- BCWMC Regular Meeting: Thursday October 20, 2016, Council Conference Room, Golden Valley

City Hall

- BCWMC Regular Meeting: WEDNESDAY November 16, 2016, Council Conference Room, Golden Valley City Hall

**Future Commission Agenda Items list**

- Address Organizational Efficiencies
- Finalize Commission policies (fiscal, data practices, records retention, roles and responsibilities, etc.)
- Presentation on joint City of Minnetonka/ UMN community project on storm water mgmt
- State of the River Presentation
- Presentation on chlorides



## Bassett Creek Watershed Management Commission

### AGENDA MEMO

Date: September 7, 2016

To: BCWMC Commissioners

From: Laura Jester, Administrator

**RE: Background Information for 9/15/16 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 – August 18, 2016 Commission meeting- ACTION ITEM with attachment**
  - B. **Approval of September 2016 Financial Report - ACTION ITEM with attachment**
  - C. **Approval of Payment of Invoices - ACTION ITEM with attachments (online) – I have reviewed the following invoices and recommend approval of payment.**
    - i. Keystone Waters, LLC – August 2016 Administrator Services
    - ii. Barr Engineering – August 2016 Engineering Services
    - iii. Triple D Espresso – September 2016 Meeting Refreshments
    - iv. Wenck – August 2016 WOMP Monitoring
    - v. Lawn Chair Gardener – August 2016 Educational Services
    - vi. Kennedy Graven – July 2016 Legal Services
    - vii. Finance and Commerce – Public Hearing Notice Publication
    - viii. Amy Herbert – August 2016 Secretarial Services
  - D. **Approval to Purchase Bond Insurance Per Joint Powers Agreement – ACTION ITEM no attachment** – *Commission Legal Counsel Troy Gilchrist recently noticed the BCWMC insurance policy does not include bond coverage. He noted that although typically bonds are required of treasurers, State statutes do not appear to have a bond mandate for watershed management organizations. However, he notes the BCWMC Joint Powers Agreement includes the following language under Finances, Section VIII, Subd 1: “The Treasurer shall be required to file with the Secretary of the Board a bond in the sum of at least \$10,000 or such higher amount as shall be determined by the Board. The Commission shall pay the premium on said bond.” Staff recommends the BCWMC purchase the minimum bond amount offered by the BCWMC’s insurer, the League of Minnesota Cities, of \$50,000 for a premium of \$150.*
  - E. **Approval to Send Comment Letter on Mississippi Watershed Management Organization's 2016 Minor Plan Amendment – ACTION ITEM with attachment and materials online** – *The Mississippi Watershed Management Organization (MWMO) requested review of a minor amendment to its “2011 – 2021 MWMO Watershed Management Plan.” The amendment updates the MWMO’s Capital Improvement Schedule and includes a potential project in the old Bassett Creek tunnel. The Commission Engineer reviewed the amendment and recommends submitting the attached comment letter. BCWMC online meeting materials include a tracked version of the amendment and a link to the current MWMO Watershed Plan.*
5. **PUBLIC HEARING**
  - A. **Receive Comments from Member Cities and Public on the Proposed 2017 Capital Improvement Program (CIP) Projects – PUBLIC INPUT ITEM with attachment** - *The public hearing will be opened and the public will be asked for comments on the 2017 CIP projects. All comments will be entered into the public record and will be considered before the Commission approves the resolution in 6A below.*

- i. Plymouth Creek Restoration Project (2017CR-P)  
<http://www.bassettcreekwmo.org/index.php?cID=284>
- ii. Bassett Creek Main Stem Erosion Repair Project (2017CR-M)  
<http://www.bassettcreekwmo.org/index.php?cID=281>

## 6. BUSINESS

- A. Consider Approval of Resolution 16-08 Ordering 2017 Improvements - ACTION ITEM with attachments - *Pending the outcome of the public hearing in 5A, the attached resolution should be approved to order the projects, designate members responsible for construction, make findings pursuant to MN Statutes 103B.25, certify the costs of the 2017 projects to Hennepin County, and approve agreements with the cities of Plymouth and Minneapolis for construction. Staff recommends approval of the resolution which, in turn, approves the following:*
  - i. Designating Members Responsible for Construction
  - ii. Making Findings Pursuant to Minnesota Statutes Section 103B.251
  - iii. Certifying Costs to Hennepin County – with attachment – *The attached memo shows the breakdown of estimated project costs and recommends the Commission direct staff to certify for payment by Hennepin County in 2017 a total (final) tax levy of \$1,303,600.*
  - iv. Approving Agreement with City of Plymouth for Construction of Plymouth Creek Restoration Project (2017CR-P) – with attachment - *The attached agreement between the City of Plymouth and the BCWMC includes expectations and requirements of the city and the Commission for implementation of the Plymouth Creek Restoration Project.*
  - v. Approving Agreement with City of Minneapolis for Construction of Bassett Creek Main Stem Erosion Repair Project (2017CR-M) – with attachment - *The attached agreement between the City of Minneapolis and the BCWMC includes expectations and requirements of the city and the Commission for implementation of the Main Stem Erosion Repair Project.*
- B. Consider Attendance at Aquatic Invaders Summit - INFORMATION ITEM with attachment – *Staff would like direction on whether Commissioners or staff should attend this two-day event in St. Cloud to learn more about aquatic invasive species.*  
<http://aisummit.mnlakesandrivers.org/about/>

## 7. COMMUNICATIONS

- A. Administrator’s Report – **INFORMATION ITEM with attachment**
  - i. Reminder of Wednesday November 16<sup>th</sup> BCWMC Regular Meeting – **INFORMATION ITEM no attachment** – *Just a reminder that the Commission meets on a Wednesday in November so that city staff can attend the American Public Works Association annual conference.*
- B. Chair
- C. Commissioners
- D. TAC Members
- E. Committees
- F. Legal Counsel
- G. Engineer

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- BCWMC Regular Meeting: WEDNESDAY November 16, 2016, Council Conference Room, Golden Valley City Hall



## Bassett Creek Watershed Management Commission

### DRAFT Minutes of Regular Meeting August 18, 2016 Golden Valley City Hall, 8:30 a.m.

#### Commissioners and Staff Present:

Crystal	Commissioner Guy Mueller, Vice Chair	Plymouth	Commissioner Ginny Black
Golden Valley	Alt. Commissioner Jane McDonald Black	Robbinsdale	Alt. Commissioner Michael Scanlan
Medicine Lake	Commissioner Clint Carlson	St. Louis Park	Commissioner Jim de Lambert, Chair
Minneapolis	Commissioner Michael Welch	Administrator	Laura Jester
Minnetonka	<i>Absent</i>	Attorney	Troy Gilchrist, Kennedy & Graven
New Hope	Alt. Commissioner Pat Crough	Engineer	Karen Chandler, Barr Engineering

#### *Technical Advisory Committee (TAC) Members/ Other Attendees Present:*

Derek Asche, TAC, City of Plymouth	Bob Paschke, TAC, City of New Hope
Erick Francis, TAC, City of St. Louis Park	Megan Albert, TAC, City of New Hope
Liz Stout, TAC, City of Minneapolis	Jeff Oliver, TAC, City of Golden Valley
Mark Ray, TAC, City of Crystal	Dan Fetter, Barr Engineering
Richard McCoy, TAC, City of Robbinsdale	John Hink and Steve Gebauer - Solution Blue
Tom Dietrich, TAC, City of Minnetonka	Will Bohmsen, Elizabeth Flinsch, Brian Sago - Blake School

### 1. CALL TO ORDER AND ROLL CALL

On Thursday, August 18, 2016, at 8:33 a.m. in the Council Conference Room at Golden Valley City Hall (7800 Golden Valley Rd.), Chair de Lambert called to order the meeting of the Bassett Creek Watershed Management Commission (BCWMC) and asked for roll call to be taken. [The cities of Minnetonka and Crystal were absent from roll call].

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

There were no comments from audience members.

### 3. AGENDA

MOTION: Commissioner Black moved to approve the agenda. Alt. Commissioner Crough seconded the motion. Upon a vote, the motion carried 7-0. [The cities of Minnetonka and Crystal were absent from the vote.]

#### 4. CONSENT AGENDA

**MOTION:** Commissioner Black moved to approve the consent agenda. Alt. Commissioner McDonald Black seconded the motion. Upon a vote, the motion carried 7-0. [The cities of Minnetonka and Crystal were absent from the vote.]

[The following items were approved as part of the consent agenda: the July 21, 2016, Commission Meeting Minutes, the August 2016 Financial Report, the payment of invoices, reimbursement to Commissioners for registration expenses to upcoming conferences, setting of fall TAC meeting, and approval of a resolution amending the budget for the Northwood Lake Improvement Project NL-1.]

The general and construction account balances reported in the August 2016 Financial Report are as follows:

Checking Account Balance	\$612,705.43
<b>TOTAL GENERAL FUND BALANCE</b>	<b>\$612,705.43</b>
<b>TOTAL CASH &amp; INVESTMENTS ON-HAND (8/10/16)</b>	<b>\$2,856,174.97</b>
CIP Projects Levied – Budget Remaining	\$3,359,019.19
Closed Projects Remaining Balance	(\$502,844.22)
2011-2015 Anticipated Tax Levy Revenue	\$6,710.47
2016 Anticipated Tax Levy Revenue	\$601,430.96
Anticipated Closed Project Balance	\$105,297.21

#### 5. BUSINESS

##### A. Consider Assisting with Blake School Watershed 360 Project

Administrator Jester introduced Will Bohmsen with the Blake School, Upper Campus and reported that the school is seeking assistance from the Commission on a project that combines environmental education and photography. Mr. Bohmsen provided an overview of the proposed project including an electronic example online. He noted he is interested in showcasing three projects or locations within the watershed that would be photographed with a 360° camera. He reported that users could then click on various items within the photo to find out more about a particular topic or condition within the area. He noted the project will “tell the story” of each of the three locations and the end product could be linked on the Commission’s website and used in other educational venues. He noted that one 6-hour field trip is likely with students to visit each of the three locations and hear from Commission or city staff about the project or features of that location.

*[Commissioner Mueller arrives.]*

There were some questions from Commissioners and discussion about different locations that might be appropriate to include and the staff time that might be involved with the project. Commissioners thought the



project was interesting and a good idea. Commissioners Black and Welch indicated they would like to be involved. It was noted the Education Committee might be involved as well.

**MOTION: Commissioner Welch moved to authorize Administrator Jester to spend up to 10 hours assisting Blake School with the project. Alternate Commissioner McDonald Black seconded the motion. Upon a vote the motion carried 8-0. [City of Minnetonka was absent from the vote.]**

## **B. Consider Partnership on Four Seasons Redevelopment Project**

Administrator Jester provided background on this item. She reminded Commissioners that at their meeting in September 2013, the Commission conditionally approved 90% plans for the Four Seasons Area Water Quality Project that included restoration of a channel upstream of the mall and creation of a stormwater pond. She noted the CIP project was never built due to residents' concerns with tree loss and that the BCWMC CIP budget still includes over \$862,000 for that project. She reported that now the Four Seasons Mall area is slated for redevelopment and preliminary plans indicate the developer, Rock Hill Management (RHM), is able to treat more total phosphorus than is required by BCWMC development standards. She reported that RHM hired Solution Blue, Inc. to design innovative stormwater management features that also help create a community amenity and gathering space and that RHM is interested in a partnership with the BCWMC to implement these features by utilizing CIP funds previously slated for the Four Seasons Project.

John Hink with Solution Blue noted the firm is a sustainable landscape architecture firm that frequently works through public-private partnerships to go above and beyond requirements for stormwater treatment. Mr. Hink presented information on proposed stormwater management features and reviewed renderings, drawings, and estimated pollutant removals for each technique. He reported that the mixed use development will be dominated by pedestrian-friendly features, clean and modern architecture, and natural materials. Mr. Hink reported that the proposed development can meet stormwater requirements of 13.7 pounds of total phosphorus removed by upgrading the existing wetland and including an iron enhanced bench. He reviewed additional stormwater management features that would remove a greater amount of phosphorus, thus helping to improve conditions in Northwood Lake and the North Branch Bassett Creek downstream. Those features include a linear iron enhanced sand filter along 169 that would treat water coming from north of Rockford Rd., re-wetting of the peat that exists under the site, installing vegetated wetlands along the front of the property, and constructing a "wetland walk" as a significant feature within a pedestrian plaza in the center of the property.

Commissioners expressed their general support of the project and a potential partnership with the developer, although there was consensus that more information is needed to determine what level of Commission CIP funding might be appropriate to provide. Commissioner Black noted that the City of Plymouth is also working with the developer to incorporate park and ride features and stormwater management components and that the city may be offering financial incentives for those features.

Commission Engineer Chandler noted that she compared the estimated pollutant removals and costs of the current and original project (adjusted to 2016 costs) and that it appears the proposed project is approximately 75% as efficient in removing pollution per cost as the original project. She noted the Commission could consider applying a certain percentage of the CIP funding to the project.

Derek Asche discussed the opportunity to use remaining CIP funding to construct additional stormwater management features that could be incorporated adjacent to the site during site development and the fact that a rate control structure is likely needed to control flows from the east into the wetland to the south of the site which discharges into Northwood Lake.

There was also consensus that any future agreement would be between the City of Plymouth and the Commission, with a corresponding agreement between the City and the developer. There was also consensus that more information is needed to make an informed decision on possible funding levels, including financing

that may come from the city and further investigation on pollutant removals and possible adjacent projects. Mr. Hink noted that it would be important to have a final decision on financing or a partnership within the next two months. He noted that the developer is seeking at least \$500,000 in funding to incorporate the “above and beyond” stormwater management features.

**MOTION:** Commissioner Black moved that the Commission move forward with exploring a partnership with Rock Hill Management through an agreement with the City of Plymouth and that Commission staff continue to gather and assess additional information for further consideration including technical and legal issues. Commissioner Mueller seconded the motion. Upon a vote the motion carried 8-0. [City of Minnetonka was absent from the vote.]

### **C. Review Draft Response Action Plan for 2017 Main Stem Erosion Repair Project**

Commission Engineer Chandler introduced Dan Fetter with Barr Engineering to review the draft Response Action Plan (RAP). Mr. Fetter noted that the document is nearly final and that it had been reviewed by the Commission Administrator and City of Minneapolis staff. He noted the final RAP is due to the Minnesota Pollution Control Agency by September 1 in order to apply for the Hennepin County grant being considered in the next agenda item. Commissioner Welch asked that the RAP include correct contamination notes for the banks along and across from the Fruen Mill.

**MOTION:** Commissioner Welch moved to approve the Response Action Plan with comments from the Commission and directed staff to submit the Plan to appropriate review agencies. Commissioner Black seconded the motion. Upon a vote the motion carried 8-0. [City of Minnetonka was absent from the vote.]

### **D. Consider Applying for Hennepin County Environmental Response Fund Grant for 2017 Main Stem Erosion Repair Project.**

Mr. Fetter reported that the Commission’s Main Stem Project is well positioned to receive grant funding from Hennepin County to help with the costs of cleaning up and disposing of contaminated sediments. He noted this is a high priority area for the County and that the grant request would be for approximately \$137,000, the estimated cost of cleanup for the project.

**MOTION:** Commissioner Black moved that the Commission submit a grant request for Hennepin County Environmental Response Funds for the 2017 Main Stem Erosion Repair Project. Seconded by Commissioner Welch. Upon a vote the motion carried 8-0. [City of Minnetonka was absent from the vote.]

### **E. Review Status of 2016 Operating Budget**

Administrator Jester reported that the 2016 operating budget was on track for the year despite some line items that are over budget, because other areas are under budget. She noted that the revenue received through the agreements with the Met Council for the Blue Line and Southwest LRT projects nearly equal the amount that has been spent under “non-fee reviews.” Commission Engineer Chandler noted that volume of development and reviews has been greater than expected. Further, she noted that there are more large projects this year where the cost to review is greater than the review fees. However, she agreed that overall the budget should be generally on track at the end of the fiscal year.

### **F. Consider Approval of Budget Committee Recommendations for 2017 Operating Budget and Assessments to Cities**

Budget Committee Chair McDonald Black reported that the committee met on August 8<sup>th</sup>, considered the TAC’s recommendations and the recommendations from Derek Asche, City of Plymouth. She noted the following recommendations: approve an FY 2017 operating budget of \$645,600 and city assessments

approximately 2% higher than the FY2016 assessments; approve using CIP funds for the Schaper Pond Diversion Project effectiveness monitoring; approve using Wenck Associates to perform 2017 routine lake monitoring; approve using Commission Engineer for the Sweeney Lake aeration study to be funded over two years; approve receiving input and recommendations from the Technical Advisory Committee on a project and/or policy related to when and how to go through a “request for proposals” process.

There was some discussion about the City of Plymouth’s resolution objecting to the original proposed budget sent to cities that included a 7% increase in assessments. Mr. Ashe noted that while the city was hoping for a 0% increase in assessments, he appreciated the committee’s work to lower assessments from a 7% to a 2% increase and their willingness to review fiscal policies. Commissioner Welch noted that Plymouth’s recommendations be considered by the Commission and the TAC and that these bodies also consider suspending the use of an “engineering pool.”

**MOTION:** Commissioner Black moved to approve the Budget Committee’s recommendations including a 2% increase in assessments to cities for fiscal year 2017. Seconded by Commissioner Welch. Upon a vote the motion carried 8-0. [City of Minnetonka was absent from the vote.]

**G. Resolution of Appreciation for Services of Amy Herbert to the Bassett Creek Watershed Management Commission**

Although Ms. Herbert wasn’t able to attend the meeting, Chair de Lambert read the resolution of appreciation for her services. Commissioner Welch noted that Ms. Herbert’s work with the Commission was essential, particularly when the Commission did not have an Administrator.

**MOTION:** Commissioner Mueller moved to approve the resolution of appreciation for the services of Amy Herbert to the BCWMC. Seconded by Alternate Commissioner Crough. Upon a vote the motion carried 8-0. [City of Minnetonka was absent from the vote.]

**6. COMMUNICATIONS**

**A. Administrator’s Report**

Administrator Jester reported that she had registered the Commission for a table at the Golden Valley Arts and Music Festival and that she needed volunteers. Commissioner Welch, Alt. Commissioner Scanlan, and Chair de Lambert expressed interest in volunteering.

Administrator Jester reported that the Commission was asked to participate in a panel discussion during an upcoming conference held by the Met Council on developing comprehensive plans. She noted that she would be happy to represent the Commission on the panel if there were no objections. Commissioners agreed it was an appropriate activity.

Administrator Jester reported that the Lakeshore Weekly News had agreed to use Dawn Pape as a guest columnist to write water-related articles on the Commission’s behalf. She also asked Commissioners to consider following the BCWMC on Facebook.

**B. Chair**

Chair de Lambert reminded Commissioners on the importance of engaging residents at events like the Golden Valley Arts and Music Festival.

**C. Commissioners**

No comments.

**D. TAC Members**

No comments.

**E. Committees**

- i. **APM/AIS Committee** – Administrator Jester reported that at the second meeting of the APM/AIS Committee participants reviewed the activities of other organizations regarding APM and AIS. She indicated the next committee meeting is scheduled for September 27<sup>th</sup>.

**F. Legal Counsel**

No comments.

**G. Engineer**

Commission Engineer Chandler reported that more repairs were needed to anchor the floating baffle on Schaper Pond and that final site restoration was still needed.

Commission Engineer Chandler reported that the City of Golden Valley has requested a proposal from Barr Engineering to complete their local water management plan (LWMP). She noted the Commission Engineer must review all LWMP from member cities so the Commission should consider hiring a separate firm to review the city’s plan. She indicated that this was the same situation 10 years ago for several BCWMC member cities and at the time, the Commission hired Wenck to review the plans. Commissioners Welch and Black indicated that this situation was not ideal but that there was no contractual language disallowing the action. They indicated the Commission would need to hire a different firm to review the Golden Valley LWMP as before.

Commission Engineer Chandler also noted several Barr-sponsored events coming up in September. She note everyone is invited to the events and to watch for separate emails.

**7. INFORMATION ONLY (Available at) <http://www.bassettcreekwmo.org/document/meeting-materials-minu/meeting-materials/thursday-august-18-2016>**

- A. CIP Project Updates: Now Available Online <http://www.bassettcreekwmo.org/projects>
- B. Grant Tracking Summary and Spreadsheet
- C. Clean Water Fund Grant Application – Plymouth Creek Restoration Project
- D. Clean Water Fund Grant Application – Harrison Neighborhood Project
- E. Interim Report for MPCA Clean Water Partnership Grant for Northwood Lake Improvement Project
- F. West Metro Water Alliance June Meeting Minutes
- G. Hennepin County Natural Resources Partnership Meeting August 23<sup>rd</sup> - “Envisioning the future of environmental education for youth” <http://www.hennepin.us/business/work-with-henn-co/envisioning-future-environmental-education>
- H. Clean Water Summit September 22<sup>nd</sup>, Minnesota Landscape Arboretum, Register at <http://www.arboretum.umn.edu/2016cleanwatersummit.aspx>
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**8. ADJOURNMENT** - Chair de Lambert adjourned the meeting at 10:36 a.m.

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Signature/Title	Date	Signature/Title	Date
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Bassett Creek Watershed Management Commission General Account  
 General Fund (Administration) Financial Report  
 Fiscal Year: February 1, 2016 through January 31, 2017  
 MEETING DATE: September 15, 2016

Item 4B.  
 BCWMC 9-15-16

(UNAUDITED)

<b>BEGINNING BALANCE</b>	<b>10-Aug-16</b>		<b>612,705.43</b>
<b>ADD:</b>			
<b>General Fund Revenue:</b>			
Interest less Bank Fees		(12.11)	
Permits:			
LLW Partners LLC	BCWMC 2016-25	1,700.00	
Lake West Developmen	BCWMC 2016-30	1,500.00	
WSB Associates Inc	BCWMC 2016-29	2,000.00	
Envir Resources Mgmt	BCWMC 2016-31	2,200.00	
Reimbursed Construction Costs		27,329.04	
		<b>Total Revenue and Transfers In</b>	<b>34,716.93</b>
<b>DEDUCT:</b>			
<b>Checks:</b>			
2885 Barr Engineering	Aug Engineering	53,394.46	
2886 Kennedy & Graven	July Legal	915.40	
2887 Keystone Waters LLC	Aug Administrator	5,150.00	
2888 Triple D Espresso	Sept Meeting	103.98	
2889 Wenck Associates	Aug Outlet Monitoring	1,929.27	
2890 Finance & Commerce	PH Notice	116.39	
2891 Lawn Chair Gardener	Newsletter/columns	960.00	
2892 Guy Mueller	Conference Registration	170.00	
2893 Michael Scanlan	Conference Registrations	315.00	
2894 Amy Herbert LLC	Aug Secretarial	434.00	
	<b>Total Checks</b>		<b>63,488.50</b>
Outstanding from previous month:			
2884 Amy Herbert LLC	July Secretarial	310.00	
	<b>Total Expenses</b>		<b>63,488.50</b>
<b>ENDING BALANCE</b>	<b>6-Sep-16</b>		<b>583,933.86</b>

Bassett Creek Watershed Management Commission General Account  
 General Fund (Administration) Financial Report  
 Fiscal Year: February 1, 2016 through January 31, 2017  
 MEETING DATE: September 15, 2016

(UNAUDITED)

	2016 / 2017 BUDGET	CURRENT MONTH	YTD 2016 / 2017	BALANCE
<b>OTHER GENERAL FUND REVENUE</b>				
ASSESSMENTS TO CITIES	490,345	0.00	490,344.00	1.00
PROJECT REVIEW FEES	60,000	7,400.00	42,200.00	17,800.00
WOMP REIMBURSEMENT	5,000	0.00	4,500.00	500.00
MET COUNCIL REIMBURSEMENTS-LRT PROJECTS	0	0.00	19,749.00	(19,749.00)
TRANSFERS FROM LONG TERM FUND & CIP	27,055	0.00	0.00	27,055.00
<b>REVENUE TOTAL</b>	<b>582,400</b>	<b>7,400.00</b>	<b>556,793.00</b>	<b>25,607.00</b>
<b>EXPENDITURES</b>				
<b>ENGINEERING &amp; MONITORING</b>				
TECHNICAL SERVICES	120,000	8,606.97	68,614.57	51,385.43
DEV/PROJECT REVIEWS	65,000	6,375.64	65,488.88	(488.88)
NON-FEE/PRELIM REVIEWS	15,000	631.50	23,881.94	(8,881.94)
COMMISSION AND TAC MEETINGS	13,000	511.50	8,690.38	4,309.62
SURVEYS & STUDIES	25,000	3,421.38	18,770.22	6,229.78
WATER QUALITY/MONITORING	76,000	4,386.58	29,473.87	46,526.13
SHORELAND HABITAT MONITORING	6,000	0.00	1,157.00	4,843.00
WATER QUANTITY	11,500	529.66	4,746.86	6,753.14
WATERSHED INSPECTIONS -EROSION CONTROL	1,000	0.00	0.00	1,000.00
ANNUAL FLOOD CONTROL INSPECTIONS	10,000	0.00	0.00	10,000.00
REVIEW MUNICIPAL PLANS	2,000	396.00	396.00	1,604.00
WOMP	17,000	2,593.27	10,783.65	6,216.35
<b>ENGINEERING &amp; MONITORING TOTAL</b>	<b>361,500</b>	<b>27,452.50</b>	<b>232,003.37</b>	<b>129,496.63</b>
<b>ADMINISTRATION</b>				
ADMINISTRATOR	62,000	5,150.00	32,973.08	29,026.92
LEGAL COSTS	18,500	915.40	7,305.42	11,194.58
AUDIT, INSURANCE & BONDING	15,500	0.00	14,493.00	1,007.00
FINANCIAL MANAGEMENT	3,200	0.00	77.60	3,122.40
DIGITIZE HISTORIC PAPER FILES	5,000	348.00	2,041.00	2,959.00
MEETING EXPENSES	2,200	103.98	1,105.06	1,094.94
ADMINISTRATIVE SERVICES	25,000	473.19	7,919.55	17,080.45
<b>ADMINISTRATION TOTAL</b>	<b>131,400</b>	<b>6,990.57</b>	<b>65,914.71</b>	<b>65,485.29</b>
<b>OUTREACH &amp; EDUCATION</b>				
PUBLICATIONS/ANNUAL REPORT	2,500	0.00	1,246.50	1,253.50
WEBSITE	3,500	0.00	2,047.03	1,452.97
PUBLIC COMMUNICATIONS	2,500	116.39	116.39	2,383.61
EDUCATION AND PUBLIC OUTREACH	22,500	1,445.00	18,851.03	3,648.97
WATERSHED EDUCATION PARTNERSHIPS	15,500	0.00	3,500.00	12,000.00
<b>OUTREACH &amp; EDUCATION TOTAL</b>	<b>46,500</b>	<b>1,561.39</b>	<b>25,760.95</b>	<b>20,739.05</b>
<b>MAINTENANCE FUNDS</b>				
EROSION/SEDIMENT (CHANNEL MAINT)	25,000	0.00	0.00	25,000.00
LONG TERM MAINTENANCE (moved to CF)	25,000	0.00	0.00	25,000.00
<b>MAINTENANCE FUNDS TOTAL</b>	<b>50,000</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>
<b>TMDL WORK</b>				
TMDL IMPLEMENTATION REPORTING	20,000	155.00	16,482.00	3,518.00
<b>TMDL WORK TOTAL</b>	<b>20,000</b>	<b>155.00</b>	<b>16,482.00</b>	<b>3,518.00</b>
<b>TOTAL EXPENSES</b>	<b>609,400</b>	<b>36,159.46</b>	<b>340,161.03</b>	<b>269,238.97</b>

**BCWMC Construction Account**  
**Fiscal Year: February 1, 2015 through January 31, 2016**  
**September 2016 Financial Report**

**(UNAUDITED)**

Cash Balance 8/10/16			
Cash		1,864,174.97	
	Total Cash		1,864,174.97
	Ally Bk Midvale Utah C/D (9/25/2017 1.25%)	248,000.00	
	Capital One Bk-McLean VA C/D (9/25/2017 1.15%)	248,000.00	
	Capital One Bk-Glen Allen VA C/D (9/25/2017 1.15%)	248,000.00	
	Key Bk Natl Assn Ohio C/D (10/02/2017 1.15%)	248,000.00	
	Total Investments		992,000.00
	<b>Total Cash &amp; Investments</b>		<b>2,856,174.97</b>
Add:			
	Interest Revenue (Bank Charges)	(57.80)	
	Pollution Control Grant	19,932.80	
	<b>Total Revenue</b>		<b>19,875.00</b>
Less:			
	CIP Projects Levied - Current Expenses - TABLE A	(2,915.50)	
	Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B	(15,720.54)	
	<b>Total Current Expenses</b>		<b>(18,636.04)</b>

**Total Cash & Investments On Hand 09/06/16 2,857,413.93**

Total Cash & Investments On Hand 2,857,413.93  
 CIP Projects Levied - Budget Remaining - TABLE A (3,970,569.69)

**Closed Projects Remaining Balance (1,113,155.76)**  
 2011 - 2015 Anticipated Tax Levy Revenue - TABLE C 6,710.47  
 2016 Anticipated Tax Levy Revenue - TABLE C 601,430.96

**Anticipated Closed Project Balance (505,014.33)**

Proposed & Future CIP Project Amount to be Levied - TABLE B 0.00

<b>TABLE A - CIP PROJECTS LEVIED</b>						
	Approved Budget	Current Expenses	2016 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget	
Lakeview Park Pond (ML-8) (2013)	196,000.00	0.00	0.00	11,589.50	184,410.50	
Four Seasons Mall Area Water Quality Proj (NL-2)	990,000.00	2,866.00	130,367.84	127,501.84	862,498.16	
<b>2014</b>						
Schaper Pond Enhance Feasibility/Project (SL-1)(SL-3)	612,000.00	0.00	213,668.55	303,263.45	308,736.55	
Briarwood / Dawnview Nature Area (BC-7)	250,000.00	0.00	230,401.91	250,000.00	0.00	
Twin Lake Alum Treatment Project (TW-2)	163,000.00	0.00	66,812.17	91,037.82	71,962.18	
<b>2015</b>			0.00	0.00		
Main Stem 10th to Duluth (CR2015)	1,503,000.00	0.00	0.00	105,042.00	1,397,958.00	
<b>2016</b>			0.00	0.00		
Honeywell Pond Expansion (BC-4) <sup>1</sup>	810,930.00	49.50	49.50	13,953.98	796,976.02	
Northwood Lake Pond (NL-1) <sup>2</sup>	822,140.00					
Budget Amendment	611,600.00	1,433,740.00	0.00	985,769.53	348,028.28	
		<u>5,958,670.00</u>	<u>2,915.50</u>	<u>1,627,069.50</u>	<u>1,988,100.31</u>	<u>3,970,569.69</u>

Grant Funds Received

294,932.80

**TABLE B - PROPOSED & FUTURE CIP PROJECTS TO BE LEVIED**

	Approved Budget - To Be Levied	Current Expenses	2016 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
<b>2017</b>					
Main Stem Cedar Lk Rd to Dupont (2017 CR-M)		1,627.00	65,003.50	107,675.38	(107,675.38)
Plymouth Creek Restoration (CR-P)		715.00	15,631.50	65,043.63	(65,043.63)
2017 Project Totals	0.00	2,342.00	80,635.00	172,719.01	(172,719.01)
<b>2018</b>					
Bassett Creek Park & Winnetka Ponds Dredging (BCP-2)		13,378.54	13,986.04	13,986.04	(13,986.04)
2018 Project Totals	0.00	13,378.54	13,986.04	13,986.04	(13,986.04)
<b>2019</b>					
Bryn Mawr Meadows (BC-5)	0.00	0.00	0.00	5,282.80	(5,282.80)
2019 Project Totals	0.00	0.00	0.00	5,282.80	(5,282.80)
Total Proposed & Future CIP Projects to be Levied	0.00	15,720.54	94,621.04	191,987.85	(191,987.85)

**BCWMC Construction Account**

Fiscal Year: February 1, 2015 through January 31, 2016

(UNAUDITED)

September 2016 Financial Report

**TABLE C - TAX LEVY REVENUES**

	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance to be Collected	BCWMO Levy
2016 Tax Levy	1,222,000.00		1,222,000.00	0.00	620,569.04	620,569.04	601,430.96	1,222,000.00
2015 Tax Levy	1,000,000.00	4,784.98	1,004,784.98	0.00	3,042.85	1,001,880.34	2,904.64	1,000,000.00
2014 Tax Levy	895,000.00	(5,147.27)	889,852.73	0.00	118.97	887,820.38	2,032.35	895,000.00
2013 Tax Levy	986,000.00	(8,746.67)	977,253.33	0.00	32.61	976,135.00	1,118.33	986,000.00
2012 Tax Levy	762,010.00	(7,283.60)	754,726.40	0.00	75.30	754,187.05	539.35	762,010.00
2011 Tax Levy	863,268.83	(12,453.26)	850,815.57	0.00	233.54	850,699.77	115.80	862,400.00
				<u>0.00</u>			<u>608,141.43</u>	

**OTHER PROJECTS:**

	Approved Budget	Current Expenses / (Revenue)	2016 YTD Expenses / (Revenue)	INCEPTION To Date Expenses / (Revenue)	Remaining Budget
<b>TMDL Studies</b>					
TMDL Studies	135,000.00	0.00	0.00	107,765.15	27,234.85
TOTAL TMDL Studies	135,000.00	0.00	0.00	107,765.15	27,234.85
<b>Flood Control Long-Term</b>					
Flood Control Long-Term Maintenance	648,373.00	8,693.00	85,395.50	239,171.17	
Less: State of MN - DNR Grants			(13,838.00)	(13,838.00)	
	648,373.00	8,693.00	71,557.50	225,333.17	423,039.83
<b>Annual Flood Control Projects:</b>					
Flood Control Emergency Maintenance	500,000.00	0.00	0.00	0.00	500,000.00
<b>Annual Water Quality</b>					
Channel Maintenance Fund	325,000.00	0.00	0.00	121,242.95	203,757.05
Total Other Projects	1,608,373.00	8,693.00	71,557.50	454,341.27	1,154,031.73





**Bassett Creek Construction Project Details**

**Bassett Creek Construction Project Details**

**Proposed & Future CIP Projects (to be Levied)**

**Other Projects**

	Total	2017	2017	2018	2019	DNR Grant From GF	Total	TMDL Studies	Flood Control Emergency Maint	Flood Control Long- Term Maint	Channel Maint	Totals - All Projects
	Proposed & Future CIP Projects (to be Levied)	Main Stem-Cedar Lk Rd to Dupont (2017 CR-M)	Plymouth Creek Restoration (2017 CR-P)	Bassett Cr Pk & Winnetka Ponds Dredging (2018 BCP-2)	Bryn Mawr Meadows		Other Projects					
Original Budget												
Added to Budget												
<b>Expenditures:</b>												
Feb 2004 - Jan 2005							6,949.19			3,954.44	2,994.75	6,949.19
Feb 2005 - Jan 2006							10,249.09	637.20	9,611.89			10,249.09
Feb 2006 - Jan 2007							23,486.95	23,486.95				23,486.95
Feb 2007 - Jan 2008							70,413.47	31,590.12			38,823.35	70,413.47
Feb 2008 - Jan 2009							31,868.63	31,868.63				31,868.63
Feb 2009 - Jan 2010							15,005.25	15,005.25				15,005.25
Feb 2010 - Jan 2011							168.00	168.00				168.00
Feb 2011 - Jan 2012							21,094.00	3,194.00			17,900.00	21,094.00
Feb 2012 - Jan 2013							6,732.00	1,815.00				6,732.00
Feb 2013 - Jan 2014							59,459.65		4,917.00		17,900.00	59,459.65
Feb 2014 - Jan 2015	5,282.80				5,282.80		137,357.54		24,712.15		34,747.50	137,357.54
Feb 2015-Jan 2016	92,084.01	42,671.88	49,412.13				85,395.50		110,580.19		26,777.35	92,084.01
Feb 2016-Jan 2017	94,621.04	65,003.50	15,631.50	13,986.04					85,395.50			94,621.04
<b>Total Expenditures:</b>	<b>191,987.85</b>	<b>107,675.38</b>	<b>65,043.63</b>	<b>13,986.04</b>	<b>5,282.80</b>		<b>468,179.27</b>	<b>107,765.15</b>	<b>239,171.17</b>	<b>121,242.95</b>		<b>2,651,133.43</b>
<b>Project Balance</b>	<b>(178,001.81)</b>	<b>(107,675.38)</b>	<b>(65,043.63)</b>		<b>(5,282.80)</b>		<b>1,154,031.73</b>	<b>27,234.85</b>	<b>500,000.00</b>	<b>423,039.83</b>	<b>203,757.05</b>	<b>4,943,733.61</b>

	Total	2017	2017	2018	2019	DNR Grant From GF	Total	TMDL Studies	Flood Control Emergency Maint	Flood Control Long- Term Maint	Channel Maint	Totals - All Projects
	Proposed & Future CIP Projects (to be Levied)	Main Stem-Cedar Lk Rd to Dupont (2017 CR-M)	Plymouth Creek Restoration (2017 CR-P)	Bassett Cr Pk & Winnetka Ponds Dredging (2018 BCP-2)	Bryn Mawr Meadows		Other Projects					
<b>Project Totals By Vendor</b>												
Barr Engineering	190,862.85	106,550.38	65,043.63	13,986.04	5,282.80		315,368.26	104,888.70		210,479.56		693,880.82
Kennedy & Graven							2,648.25	1,164.30		1,099.35	384.60	14,032.85
City of Golden Valley							55,287.50				55,287.50	628,163.38
City of Minneapolis							26,747.50				26,747.50	26,747.50
City of Plymouth							38,823.35				38,823.35	114,582.70
City of New Hope												1,067,371.77
MPCA	1,125.00	1,125.00										1,125.00
Blue Water Science												3,900.00
S E H							3,992.26		3,992.26			3,992.26
Misc							1,712.15	1,712.15				1,712.15
2.5% Admin Transfer												72,025.00
Transfer to General Fund							23,600.00			23,600.00		23,600.00
<b>Total Expenditures</b>	<b>191,987.85</b>	<b>107,675.38</b>	<b>65,043.63</b>	<b>13,986.04</b>	<b>5,282.80</b>		<b>468,179.27</b>	<b>107,765.15</b>	<b>239,171.17</b>	<b>121,242.95</b>		<b>2,651,133.43</b>

	Total	2017	2017	2018	2019	DNR Grant	Total	TMDL Studies	Flood Control Emergency Maint	Flood Control Long- Term Maint	Channel Maint	Totals - All Projects
	Proposed & Future CIP Projects (to be Levied)	Main Stem-Cedar Lk Rd to Dupont (2017 CR-M)	Plymouth Creek Restoration (2017 CR-P)	Bassett Cr Pk & Winnetka Ponds Dredging (2018 BCP-2)	Bryn Mawr Meadows		Other Projects					
<b>Levy/Grant Details</b>												
2009/2010 Levy												
2010/2011 Levy						2010/2011	60,000.00	10,000		25,000	25,000	60,000
2011/2012 Levy						2011/2012	60,000.00	10,000		25,000	25,000	60,000
2012/2013 Levy						2012/2013	60,000.00	10,000		25,000	25,000	1,046,000
2013/2014 Levy						2013/2014	50,000.00			25,000	25,000	945,000
2014/2015 Levy						2014/2015	50,000.00			25,000	25,000	1,050,000
2015-2016 Levy												
Construction Fund Balance						2015/2016	50,000.00			25,000	25,000	753,000
BWSR Grant- BCWMO												400,000
MPCA Grant-CWPGrant												
DNR Grants-LT Maint							13,838.00			13,838		
<b>Total Levy/Grants</b>							<b>343,838.00</b>	<b>30,000</b>		<b>163,838</b>	<b>150,000</b>	<b>4,314,000</b>

**BASSETT CREEK WATERSHED MANAGEMENT COMMISSION**

**NOTICE OF PUBLIC HEARING**

**Proposed Improvement Contained in the**

**Bassett Creek Watershed Management Commission's 2015 Watershed Management Plan**

NOTICE IS HEREBY GIVEN that the Bassett Creek Watershed Management Commission (BCWMC) will hold a public hearing during its regular monthly meeting on

**Thursday, September 15, 2016 at 8:30 a.m.**

**at Golden Valley City Hall, 7800 Golden Valley Road, Golden Valley, Minnesota.**

Interested persons are invited to attend. The purpose of the public hearing is to hear testimony and comments from the public and cities regarding the proposed capital improvements contained in the BCWMC's *September 2015 Watershed Management Plan*. The proposed capital improvements involve the following:

**Bassett Creek Main Stem Erosion Repair Project:** (2017CR-M) This project in the City of Minneapolis will stabilize streambanks to reduce erosion along Bassett Creek near the Fruen Mill and from Cedar Lake Road to the entrances of both the new and old tunnels at Dupont Avenue North and 2nd Avenue North, respectively. The goals for the restoration in this area are to stabilize the streambanks, reduce streambank erosion to reduce the amount of sediment and pollutants entering the stream and flowing downstream into the Mississippi River, remove contaminated soils immediately adjacent to the creek, and improve stream habitat for fish and other aquatic life.

This project has a total estimated cost of \$932,000 including design, construction, and administration. Funding for the project is proposed to come from the BCWMC's Capital Improvement Program funds from 2017 and 2018 ad valorem property tax by Hennepin County on property within the Bassett Creek Watershed. More information and maps available at [www.bassettcreekwmo.org](http://www.bassettcreekwmo.org).

**Plymouth Creek Channel Restoration Project** (2017CR-P) This project in the City of Plymouth will stabilize and restore the streambanks along Plymouth Creek within Plymouth Creek Park and between Fernbrook Lane North and Annapolis Lane North. The goals for the restoration in this area are to stabilize streambanks, reduce streambank erosion to reduce the amount of sediment and pollutants entering the stream and flowing downstream into Medicine Lake, and to improve stream habitat for fish and other aquatic life.

This project has a total estimated cost of \$860,000 including design, construction, and administration. Funding for the project is proposed to come from the BCWMC's Capital Improvement Program funds from 2017 and 2018 ad valorem property tax by Hennepin County on property within the Bassett Creek Watershed. More information and maps available at [www.bassettcreekwmo.org](http://www.bassettcreekwmo.org).

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

Jim de Lambert, Chair

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 16-08

A RESOLUTION ORDERING 2017 IMPROVEMENTS,  
DESIGNATING MEMBERS  
RESPONSIBLE FOR CONSTRUCTION, MAKING FINDINGS  
PURSUANT TO MINNESOTA STATUTES, SECTION 103B.251,  
CERTIFYING COSTS TO HENNEPIN COUNTY, AND APPROVING AGREEMENTS  
FOR CONSTRUCTION OF IMPROVEMENTS

WHEREAS, on September 17, 2015, the Commission adopted the *Bassett Creek Watershed Management Commission, Water Management Plan, September 2015* (the “Plan”); and

WHEREAS, the Plan includes a Capital Improvement Program (“CIP”) listing capital projects in Table 5-3 of the Plan; and

WHEREAS, the CIP includes the following capital projects for the year 2017:

- (a) Plymouth Creek Restoration Project (2017CR-P); and
- (b) Main Stem Channel Restoration (Erosion Repair) Project (2017CR-M)

(hereinafter collectively referred to as the “2017 Projects”); and

WHEREAS, the Plan specifies a county tax levy under Minnesota Statutes, section 103B.251 as the source of partial funding for the 2017 Projects; and

WHEREAS, on September 15, 2016, following published and mailed notice in accordance with the Commission’s Joint Power Agreement and Minnesota Statutes, section 103B.251, the Commission conducted a public hearing on the 2017 Projects.

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

1. The 2017 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 2017 Projects are hereby ordered.
2. The estimated cost of the Plymouth Creek Restoration Project is Eight Hundred Sixty Three Thousand Five Hundred Seventy-three Dollars (\$863,573). Of this amount, Five Hundred Eighty Thousand Nine Hundred Thirty Dollars (\$580,930) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2016 for collection in 2017. Remaining funds of up to Two Hundred Eighty Two Thousand Six Hundred

Forty-three Dollars (\$282,643) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251, levied in 2017 for collection in 2018.

3. The estimated cost of the Main Stem Restoration Project is One Million Sixty Four Thousand Four Hundred Seventy-two Dollars (\$1,064,472). Of this amount, Four Hundred Thousand Dollars (\$400,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2016 for collection in 2017. Remaining funds of up to Six Hundred Sixty Four Thousand Four Hundred Seventy-two Dollars (\$664,472) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251, levied in 2017 for collection in 2018.
4. The cost of Northwood Lake Improvement Project (NL-1) was partially paid from a county tax levy collected in 2016 totaling Four Hundred Eleven Thousand Seventy Dollars (\$411,070), State grants totaling Seven Hundred Thousand Dollars (\$700,000), and contributions from the City of New Hope totaling Two Hundred Seventy-six Thousand Four Hundred Dollars (276,400). The remaining estimated cost of the project is Three Hundred Twenty-two Thousand, Six Hundred Seventy Dollars (\$322,670) to be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2016 for collection in 2017.
5. Of the costs of the 2017 Projects, the Commission hereby certifies costs to Hennepin County in accordance with Minnesota Statutes, section 103B.251 of Five Hundred Eighty Thousand Nine Hundred Thirty Dollars (\$580,930) for the Plymouth Creek Restoration Project, Four Hundred Thousand Dollars (\$400,000) for the Main Stem Channel Restoration Project, and Three Hundred Twenty-two Thousand Six Hundred Seventy Dollars (\$322,670) for the remaining costs of the Northwood Lake Improvement Project. The total amount certified to Hennepin County for these Projects is One Million Three Hundred Three Thousand Six Hundred Dollars (\$1,303,600) for payment by the county in accordance with Minnesota Statutes, section 103B.251, subdivision 6.
6. The Commission has received, accepted and approved the feasibility reports for the 2017 Projects.
7. The costs of each of the 2017 Projects will be paid by the Commission up to the amounts specified in paragraphs 2 through 4 above from proceeds received from Hennepin County pursuant to Minnesota Statutes, section 103B.251 and grant funding, if awarded. 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 Plymouth is designated as the member responsible for contracting for the construction of the Plymouth Creek Restoration Project, and the engineer designated for preparation of plans and specifications is the Plymouth City Engineer, or other engineers selected and retained by the City of Plymouth. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Plymouth. The Cooperative Agreement with the City of Plymouth for the construction of the Plymouth Creek Restoration

Project is approved, and the Chair and Secretary are authorized to execute the agreement on behalf of the Commission.

9. The City of Minneapolis is designated as the member responsible for contracting for the construction of the Main Stem Channel Restoration Project, and the engineer designated for preparation of plans and specifications is the Minneapolis City Engineer, or other engineers selected and retained by the City of Minneapolis. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Minneapolis. The Cooperative Agreement with the City of Minneapolis for the construction of the Main Stem Channel Project is approved, and the Chair and Secretary are authorized to execute the agreement on behalf of the Commission.
  
10. The City of New Hope remains designated as the member responsible for construction of the Northwood Lake Project, the New Hope City Engineer remains the engineer designated, and the cooperative agreement entered into with the City of New Hope remains in effect.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 15th day of September 2016.

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_  
Secretary



## Bassett Creek Watershed Management Commission

# MEMO

To: BCWMC Commissioners  
 From: Laura Jester, Administrator  
 Date: September 6, 2016

**RE: Item 6Aiii Recommendations regarding certifying costs to Hennepin County:**

1. Direct staff to certify for payment by Hennepin County in 2017 a total tax levy request of \$1,303,600, as laid out in Resolution 16-08 and in Table 1 below.

**Background**

At their meeting in May 2016, the Commission set a maximum 2017 levy or \$1,303,600:

- 2017 portion of the Northwood Lake Improvement Project (NL-1) (project split over 2016/2017 levy)
- 2017 portion of the Main Stem Erosion Repair Project (2017CR-M) (project split over 2017/2018 levy)
- 2017 portion of the Plymouth Creek Restoration Project (2017CR-P) (project split over 2017/2018 levy)

Table 1. Allocation of 2017 Levy Funds

Item	Estimate costs NL-1	Estimated costs 2017CR-M	Estimated costs 2017CR-P
Construction (includes project construction, construction observation, engineering and design, permitting, and contingency)	\$1,640,000	\$932,000	\$766,000
Feasibility study costs	\$30,000	\$104,600	\$62,640
BCWMC costs (legal, engineering review) <sup>1</sup>	\$20,800	\$7,000	\$18,000
Transfer to BCWMC Administrative Fund	\$19,340 <sup>2</sup>	\$20,872 <sup>3</sup>	\$16,933 <sup>3</sup>
<b>TOTAL PROJECT EXPENSES</b>	<b>\$1,710,140</b>	<b>\$1,064,472</b>	<b>\$863,573</b>
Grants + City Contributions	-\$976,400	-\$0	-\$0
<b>BCWMC PROJECT EXPENSES</b>	<b>\$733,740</b>	<b>\$1,064,472</b>	<b>\$863,573</b>
2016 Levy Income	-\$411,070	-\$0	-\$0
<b>2017 Levy Amount</b>	<b>\$322,670</b>	<b>\$400,000</b>	<b>\$580,930</b>
Projected 2018 Levy (not including 2018 CIP Project)	\$0	\$664,472	\$282,643
<b>TOTAL FINAL 2017 LEVY:</b>	<b>\$1,303,600</b>		

<sup>1</sup> Spent to date: 2017CR-M = \$1,448 for grant application development and County Board mtg attendance (Future costs = possible grant administration + minor legal expenses); 2017CR-P = \$1,688 for grant application development and County Board mtg attendance (Future costs = project review expenses + possible grant admin + minor legal expenses)

<sup>2</sup> For transfer to Administrative Fund over 2016 and 2017

<sup>3</sup> For transfer to Administrative Fund over 2017 and 2018

**COOPERATIVE AGREEMENT**  
(Plymouth Creek Restoration Project)

This Agreement is made as of this 15<sup>th</sup> day of September, 2016, by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (hereinafter the “Commission”), and the City of Plymouth, a Minnesota municipal corporation (hereinafter the “City”).

WITNESSETH:

WHEREAS, the Commission adopted the Bassett Creek Watershed Management Commission Watershed Management Plan on September 17, 2015 (the “Plan”), a watershed management plan within the meaning of Minnesota Statutes, section 103B.231; and

WHEREAS, the Plan includes a capital improvement program (“CIP”) that lists a number of water quality project capital improvements; and

WHEREAS, one of the water quality projects identified in the CIP is a channel restoration project described as the Plymouth Creek Restoration Project from Annapolis Lane to 2,500 feet upstream (east) of Annapolis Lane (2017CR-P) in the City of Plymouth (the “Project”), as more fully described in the feasibility report for the Project prepared by Barr Engineering, entitled Feasibility Report for Plymouth Creek Restoration Project dated March 2016, which is attached and made a part hereof (the “Feasibility Report”); and

WHEREAS, the cost estimate for the Project, including design, construction and Commission costs directly related to the Project, is \$863,573; and

WHEREAS, the Plan specifies that the Project will be funded by a County tax levy under Minnesota Statutes, section 103B.251; and

WHEREAS, on September 15, 2016, the Commission adopted a resolution ordering the Project and directing that it be constructed by the City; and

WHEREAS, the first portion of the Project costs were certified to Hennepin County, which will levy taxes throughout the watershed, in 2016 for collection and settlement in 2017, and the Commission intends to certify the remaining portion of the Project costs to Hennepin County in 2017 for collection and settlement in 2018; and

WHEREAS, the City is willing to construct the Project in accordance with the terms and conditions hereinafter set forth.

NOW, THEREFORE, ON THE BASIS OF THE PREMISES AND MUTUAL COVENANTS HEREINAFTER SET FORTH, THE PARTIES AGREE AS FOLLOWS:



1. Project. The Project will consist of stabilizing streambanks and repairing areas damaged by erosion or affected by sedimentation along and in Plymouth Creek within Plymouth Creek Park and between Fernbrook Lane North and Annapolis Lane North, as described in the Feasibility Report for the Project.
2. Design and Plans. The City will design the Project and prepare plans and specifications for construction of the Project. The 50% and 90% plans and specifications, and any changes to such plans and specifications, shall be submitted to the Commission for approval. Minor change orders that do not materially change either the effectiveness of the Project to meet its intended purposes or the environmental impacts of the Project may be approved by the City without requiring approvals by the Commission.
3. Contract Administration. The City will advertise for bids and award contracts in accordance with the requirements of law. The City will award the contract and supervise and administer the construction of the Project to ensure that it is completed in accordance with the approved plans and specifications. The contract may only be let to a responsible contractor in accordance with Minnesota Statutes, section 16C.285 and the City will require the contractor to provide all payment and performance bonds required by law. The City will require the Contractor to name the Commission as additional insured on all liability policies required by the City of the contractor and the Commission shall be given the same notification of cancellation or non-renewal as is given to the City. The City will require the contractor to defend, indemnify, protect and hold harmless the Commission and the City, their agents, officers, and employees, from all claims or actions arising from negligent acts, errors or omissions of the contractor. The City will supervise the work of the contractor. However, the Commission may observe and review the work of the Project until it is completed. The City will display a sign at the construction site stating "Paid for by the Taxpayers of the Bassett Creek Watershed".
4. Contract Payments. The City will pay the contractor and all other expenses related to the construction of the Project and keep and maintain complete records of such costs incurred.
5. Commission Reimbursement. The Commission will use its best efforts to secure payment from the County in accordance with Minnesota Statutes, section 103B.251 in the amount of Five Hundred Eighty Thousand Nine Hundred Thirty Dollars (\$580,930) by tax levy in 2016 for collection in 2017 and Two Hundred Eighty Two Thousand Six Hundred Forty-three Dollars (\$282,643) by tax levy in 2017 for collection in 2018. The total reimbursement will not exceed Eight Hundred Sixty Three Thousand Five Hundred Seventy-three Dollars (\$863,573), less Commission expenses.

Out-of-pocket costs related to the Project, incurred and paid by the Commission including, but not limited to, feasibility studies, publication of notices, securing County tax levy, preparation of contracts, review of engineering designs, review of

proposed contract documents, grant application development, grant administration, administration of this contract, and up to a 2.5% administrative charge shall be repaid from the amount specified above from funds received in the tax settlement from Hennepin County. All such funds in excess of such expenses are available for reimbursement to the City for costs incurred by the City in the design and construction of the Project. Reimbursement to the City will be made as soon as funds are available, provided a request for payment has been received from the City that contains such detailed information as may be requested by the Commission to substantiate costs and expenses. The City shall complete and submit with its final reimbursement request to the Commission a final report on the Project using the Commission's final reporting form and providing such other information as may be requested by the Commission.

6. Limits on Reimbursement. Reimbursement to the City will not exceed the amount specified above from the amount received from the County for the Project, less any amounts retained by the Commission for Commission expenses. Reimbursement will not be increased by grants or other revenues received by the Commission for the Project. Reimbursement will not exceed the costs and expenses incurred by the City for the Project, less any amounts the City receives for the Project as grants from other sources. All costs of the Project incurred by the City in excess of such reimbursement, shall be borne by the City or secured by the City from other sources.
7. Audit. All City books, records, documents, and accounting procedures related to the Project are subject to examination by the Commission.
8. Environmental Review. The City will perform all necessary investigations of site contamination and secure all necessary local, state, or federal permits required for the construction of the Project and will not proceed with the Project until any required environmental review and remediation of site contamination is completed or a plan for remediation is approved by appropriate regulatory agencies.
9. Ongoing Maintenance. Upon completion of the Project, the City will assume responsibility for its ongoing maintenance.
10. Data Practices. The City shall retain and make available data related to the letting of contracts and construction of the Project in accordance with the Minnesota Government Data Practices Act.
11. Term. This Agreement shall be in effect as of the date first written above and shall terminate once the project is completed and the Commission has completed its reimbursement payments to the City as provided herein.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on behalf of the parties as of the day and date first above written.

BASSETT CREEK WATERSHED  
MANAGEMENT COMMISSION

By: \_\_\_\_\_  
Its Chair

And by: \_\_\_\_\_  
Its Secretary

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

CITY OF PLYMOUTH

By: \_\_\_\_\_  
Its Mayor

And by: \_\_\_\_\_  
Its Manager

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

**COOPERATIVE AGREEMENT**  
(Main Stem Channel Restoration Project)

This Cooperative Agreement (“Agreement”) is made as of this 15<sup>th</sup> day of September, 2016, by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (hereinafter the “Commission”), and the City of Minneapolis, a Minnesota municipal corporation (hereinafter the “City”).

WITNESSETH:

WHEREAS, the Commission adopted the Bassett Creek Watershed Management Commission Watershed Management Plan on September 17, 2015 (the “Plan”), a watershed management plan within the meaning of Minn. Stat. § 103B.231; and

WHEREAS, the Plan includes a capital improvement program (“CIP”) that lists a number of water quality project capital improvements; and

WHEREAS, one of the water quality projects identified in the CIP is a channel restoration project described as the Main Stem Channel Restoration Project, Cedar Lake Road to Irving Ave (2017CR-M) in the City of Minneapolis (the “Project”), as more fully described in the feasibility report for the Project prepared by Barr Engineering, entitled Feasibility Report for Bassett Creek Main Stem Erosion Repair Project dated May 2016, which is attached and made a part hereof (the “Feasibility Report”); and

WHEREAS, the Project includes the Fruen Mill Area which was part of an earlier Main Stem Restoration CIP Project that was included in the 2004 Watershed Management Plan, as amended. The previous restoration project was constructed in 2012, but the Fruen Mill Area portion of the project was not completed as the necessary owner permissions could not be obtained at the time. Because the necessary owner permissions are now available, and the Fruen Mill Area remains a critical part of the restoration project, the Commission approved the addition of the Fruen Mill Area to this Project. The inclusion of the Fruen Mill Area into this Project does not require a Plan amendment as it constitutes a later implementation of a previously approved CIP project. The Fruen Mill Area is included in and is part of the “Project” for the purposes of this Agreement; and

WHEREAS, the cost estimate for the Project including design, construction, and Commission costs directly related to the project is \$1,064,472; and

WHEREAS, the Plan specifies that the Project will be funded by a County tax levy under Minn. Stat. § 103B.251; and

WHEREAS, on September 15, 2016, the Commission adopted a resolution ordering the Project and directing that it be constructed by the City; and

WHEREAS, the first portion of the Project costs were certified to Hennepin County, which will levy taxes throughout the watershed, in 2016 for collection and settlement in 2017, and the Commission intends to certify the remaining portion of the Project costs to Hennepin County in 2017 for collection and settlement in 2018; and

WHEREAS, the City is willing to construct the Project on the terms and conditions hereinafter set forth.

NOW, THEREFORE, ON THE BASIS OF THE PREMISES AND MUTUAL COVENANTS HEREINAFTER SET FORTH, THE PARTIES AGREE AS FOLLOWS:

1. Project. The Project will consist of stabilizing streambanks and repairing areas damaged by erosion or affected by sedimentation in the Fruen Mill Area and from Cedar Lake Road downstream to the Bassett Creek Tunnel entrances, as described in the Feasibility Report for the Project.
2. Design and Plans. The City will design the Project and prepare plans and specifications for construction of the Project. The 50% and 90% plans and specifications, and any changes to such plans and specifications, shall be submitted to the Commission for approval. Minor change orders that do not materially change either the effectiveness of the Project to meet its intended purposes or the environmental impacts of the Project may be approved by the City without requiring approvals by the Commission.
3. Contract Administration. The City will advertise for bids and award contracts in accordance with the requirements of law. The City will award the contract and supervise and administer the construction of the Project to ensure that it is completed in accordance with the approved plans and specifications. The contract may only be let to a responsible contract in accordance with Minn. Stat. § 16C.285 and the City will require the contractor to provide all payment and performance bonds required by law. The City will require the Contractor to name the Commission as additional insured on all liability policies required by the City of the contractor and the Commission shall be given the same notification of cancellation or non-renewal as is given to the City. The City will require the contractor to defend, indemnify, protect and hold harmless the Commission and the City, their agents, officers, and employees, from all claims or actions arising from negligent acts, errors or omissions of the contractor. The City will supervise the work of the contractor. However, the Commission may observe and review the work of the Project until it is completed. The City will display a sign at the construction site stating “Paid for by the Taxpayers of the Bassett Creek Watershed”.
4. Contract Payments. The City will pay the contractor and all other expenses related to the construction of the Project and keep and maintain complete records of such costs incurred.

5. Commission Reimbursement. The Commission will use its best efforts to secure payment from the County in accordance with Minn. Stat. § 103B.251 in the amount of Four Hundred Thousand Dollars (\$400,000) by tax levy in 2016 for collection in 2017 and Six Hundred Sixty Four Thousand Four Hundred Seventy-two Dollars (\$664,472) by tax levy in 2017 for collection in 2018. The total reimbursement will not exceed One Million Sixty Four Thousand Four Hundred Seventy-two Dollars (\$1,064,472), less Commission expenses.

Out-of-pocket costs related to the Project, incurred and paid by the Commission including, but not limited to, feasibility studies, publication of notices, securing County tax levy, preparation of contracts, review of engineering designs, review of proposed contract documents, grant application development, grant administration, administration of this contract, and up to a 2.5% administrative charge shall be repaid from the amount specified above from funds received in the tax settlement from Hennepin County. All such funds in excess of such expenses are available for reimbursement to the City for costs incurred by the City in the design and construction of the Project. Reimbursement to the City will be made as soon as funds are available, provided a request for payment has been received from the City that contains such detailed information as may be requested by the Commission to substantiate costs and expenses. The City shall complete and submit with its final reimbursement request to the Commission a final report on the Project using the Commission's final reporting form and providing such other information as may be requested by the Commission.

6. Limits on Reimbursement. Reimbursement to the City will not exceed the amount specified above from the amount received from the County for the Project, less any amounts retained by the Commission for Commission expenses. Reimbursement will not be increased by grants or other revenues received by the Commission for the Project. Reimbursement will not exceed the costs and expenses incurred by the City for the Project, less any amounts the City receives for the Project as grants from other sources. All costs of the Project incurred by the City in excess of such reimbursement shall be borne by the City or secured by the City from other sources.
7. Audit. All City books, records, documents, and accounting procedures related to the Project are subject to examination by the Commission.
8. Environmental Review. The City will perform all necessary investigations of site contamination and secure all necessary local, state, or federal permits required for the construction of the Project and will not proceed with the Project until any required environmental review and remediation of site contamination is completed or a plan for remediation is approved by appropriate regulatory agencies.
9. Ongoing Maintenance. Upon completion of the Project, the City will assume responsibility for its ongoing maintenance.

10. Data Practices. The City shall retain and make available data related to the letting of contracts and construction of the Project in accordance with the Minnesota Government Data Practices Act.
11. Term. This Agreement shall be in effect as of the date first written above and shall terminate once the project is completed and the Commission has completed its reimbursement payments to the City as provided herein.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on behalf of the parties as of the day and date first above written.

BASSETT CREEK WATERSHED  
MANAGEMENT COMMISSION

By: \_\_\_\_\_  
Its Chair

And by: \_\_\_\_\_  
Its Secretary

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



CITY OF MINNEAPOLIS

By: \_\_\_\_\_  
Its Mayor

And by: \_\_\_\_\_  
Its Manager

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

Item 6B.  
 BCWMC 9-15-16 More info at:  
<http://aisummit.mnlakesandrivers.org/about/>

## Aquatic Invaders Summit II At-A-Glance

### Day 1: October 5, 2016

8:00- 9:00 am	Registration; Coffee and Refreshments; Trade Show Open
9:00-11:45 am	Summit Plenary Session
9:00-9:30	<b>Welcome</b> <b>Opening Remarks:</b> <i>Governor Mark Dayton (Invited)</i> <i>Senator Amy Klobuchar (invited)</i>
9:30-10:00	<b>Stopping the Spread Of AIS Does Matter to Minnesota</b> <i>Vice President Walter Mondale (invited)</i>
10:00-10:30	<b>We Can Be Successful: What Will It Take?</b> <i>Michael Hoff, U.S. Fish and Wildlife Service</i>
10:30-11:00	<b>Taking Bold Steps and Making Hard Decisions</b> <i>Dr. Peter Sorensen, Minnesota Aquatic Invasive Species Research Center</i>
11:00-11:30	<b>Remarkable Progress Leads to Critical Next Steps</b> <i>Jeff Forester, Minnesota Lakes and Rivers Advocates</i>
11:45 am-1:15 pm	Lunch; Trade Show; Poster Session; Networking
1:15 pm-5:30 pm	<b>Breakout Sessions (Four session choices per breakout)</b> <i>(Schedule TBA; session descriptions below)</i>
1:15-2:30	<b>Breakout 1</b>
2:45-4:00	<b>Breakout 2</b>
4:15-5:30	<b>Breakout 3</b>
5:30 -7:00 pm	<b>Trade Show Exhibitor-Hosted Reception:</b> Exhibitor networking, light food, cash bar, and entertainment feature <i>Hans Blix and the Weapon Inspectors</i> who will introduce their soon-to-be hit "Invasive Species Blues."
7:00 pm	Dinner on own; breakout rooms available for informal evening gatherings

### Day 2: October 6, 2016

7:30-9:00 am	Registration; Continental Breakfast; Trade Show Open
9:00 am-12:00 pm	<b>Break Out Sessions (4 session choices per Breakout)</b>
9:00-10:15	<b>Breakout 4</b>
10:30-11:45	<b>Breakout 5</b>
12:00- 1:00 pm	<b>Box Lunch</b> <b>Trade Show Open</b>

<p><b>1:00-3:00 pm</b></p>	<p><b>Regional Discussions/All Attendees; Trade Show Closes 1:00 pm</b>  <b>“Making a Difference with AIS Prevention Aid: Developing Metrics, Demonstrating Success, and Collaborating Regionally”</b>  <i>Facilitators: Phil Hunsicker, Tina Wolbers; DNR AIS Prevention Planners</i></p> <p>Ten million dollars is going out from the State General Fund each year for AIS prevention. When a legislator or citizen inevitably asks “How do we know this money is making a difference?” local programs need to have answers. Without good quantifiable, comparable numbers or impactful stories of success, the AIS Prevention Aid could be subject to criticism.</p> <p>This final session of the conference will split attendees into four regional discussion groups to have meaningful conversations about how all can work together to find solutions to stopping the spread and managing AIS. Groups will work collaboratively to develop a list of appropriate metrics that all counties and their partners should be tracking to build the case that the money is in fact making a difference. Groups will also identify priority projects that could be implemented collaboratively at a regional or statewide level using AIS Prevention Aid.</p> <p>Following the Summit, discussion notes will be used to draft a basic template of metrics that can be used by local AIS Prevention Aid Programs. Open to all Summit attendees, participants should come prepared to actively engage in the conversations, to share their opinions, to be open to new ideas, and to find common ground.</p>
<p><b>3:00 pm</b></p>	<p><b>Summit Adjournment</b></p>

The following are descriptions of the breakout sessions for you to choose from throughout the Summit; check back in mid-August for session and speaker updates and final session schedule.

- **Technology May One Day Eradicate AIS, But Can We Control the Monster Frankenstein?**  
**Smartphone Technology to Detect AIS DNA**  
**Genetic Modification for Possible Biocontrol**  
*Chris Merkes, Jon Amberg; Upper Midwest Environmental Sciences Center, US Geological Survey*
- **Map Vectors and Target Resources for Greater Control**  
**Geome Project: Identifying Origins of Zebra Mussels and Pathways of Spread**  
*Dr. Mike McCarthy, MN Aquatic Invasive Species Research Center (MAISRC)*  
**Computer Mapping (On-Line, Real Time) of Infested Watercraft**  
*Kate Wilson, director, AIS Prevention, Government of Alberta, Canada*  
**Vectors of Overland Spread**  
*Dr. Nick Phelps, MN Aquatic Invasive Species Research Center (MAISRC)*
- **Managing AIS Can Help Prevent Its Spread**  
**Understanding Herbicides and How They Work**  
*James Johnson, Freshwater Scientific Services, Inc.*  
**Case Studies of Aquatic Invasive Species Control**  
--Rapid Response to Early Milfoil Infestations; *James Johnson, Freshwater Scientific Services*  
--Flowering Rush Control; *Tera Guetter, Pelican River Watershed District*  
--Trapping Rusty Crayfish on the Kawishi River, Protecting the BWCAW; *Derrick Passe, Lake County SWCD*  
--New Approaches for Milfoil Treatment; *Mike Blehert, Big Marine Lake Association*

- **New and Hybrid Aquatic Invaders**

- **Hybrid Milfoil: Challenges and Potential Control**

- *Keegan Lund, Aquatic Invasive Species Specialist, MN DNR*

- **Minnesota's Newest Invader: Starry Stonewort**

- What's the threat? Which lakes are at highest risk? Approaches and challenges for control.

- *Dr. Dan Larkin, MN Aquatic Invasive Species Research Center (MAISRC)*

- *Kevin Farnum, Koronis Lake Association*

- *Jeff Forester, Minnesota Lakes and Rivers Advocates*

- **Strategies for AIS Outreach and Education**

- **Traditional Outreach Still Works**

- *Pat Conzemius, Wildlife Forever*

- **Reaching Targeted Audiences with TV to Social Media**

- *Tim Terrill, Mississippi Headwaters Board*

- **Using Smartphones for Outreach: Geofencing Digital Mobile Advertising Applications for AIS Prevention**

- *Russ Gontarek, Kyle Anderson, Star Tribune*

- **Clean, Drain, Dry App for Smartphones**

- *Pat Conzemius, Wildlife Forever*

- **Motivating Actions and Behavior Change**

- **Positive Messages Encourage Positive Actions**

- *Greg Husak, Information Officer, MN DNR*

- **Otter Tail County "Train" The Teachers to Train the Kids: Kids Teaching Other Kids about AIS**

- *Jerry Horgan, Otter Tail County AIS Task Force & retired school administrator; representative of RMB Environmental Laboratories, Inc.*

- **Let the Message do the Magic: Lessons Learned through Innovative AIS Education and Marketing**

- *Charlene Brooks, Crow River Organization of Water*

- **AIS 101: The Basics**

- **Basic Ecology of Aquatic Invasive Plants and Animals; What's Here? What's On the Horizon?**

- *April Rust, MN DNR*

- **Overview of Minnesota AIS Laws**

- *Heidi Wolf, MN DNR*

- **Be an AIS Early Detector: How to Monitor for AIS, Equipment Needed, and Data to Collect**

- *Eric Fieldseth, Minnehaha Creek Watershed District*

- **InterState and International Partnerships: Protecting Our Borders**

- **Building an Inter-County, Inter-State Program That Works**

- *Angelic Dahlberg, St. Croix River Association*

- **Zebra Mussels in Manitoba, Canada: Status, Lessons Learned, Why Prevention is Key**

- *Candace Parks, Resource Manager, Manitoba, Canada*

- **A Collaborative International Partnership for Success in the Pacific Northwest**

- *Kate Wilson, director, AIS Prevention, Government of Alberta, Canada*

- **Regional Partnerships Are a Best Management Practice for AIS Prevention**

- **Top Ten Counties Receiving AIS Aid: A Collaboration for Statewide Benefit**

- *Dave Rush, Douglas County Planning and Zoning*

- **Building Regional Partnerships in the Rainy Lake Basin**

- *Derrick Passe, Lake County SWCD, Rainy Basin Coordinator*

- Diverse Partners Increase Success: Engaging and Enhancing the Role of Resorts and Anglers**  
**Cass County Project: Enhancing the Role of Resorts and Fishing Guides in Preventing the Introduction and Spread of AIS**  
*Jerry Lerom, Linda Blake; Cass County Association of Lakes;*  
*Rima Smith Keprios, Cass County AIS Coordinator*  
**Engaging Anglers in AIS Prevention (Panel)**  
*Rima Smith Keprios, Cass County AIS Coordinator*  
*Barry Chouinard, Fargo-Moorhead Walleyes Unlimited*  
*Jimmy Bell, National Professional Anglers Association (NPAA)*  
*Dr. Nick Schmal, Future Anglers Foundation (FAF)*
- Building Support for Community-Based AIS Programs**  
**Building Community Support for Mandatory Inspections and Decontamination**  
*Dave Wick, Lake George Park Commission, Lake George, New York*  
**Diverse Constituency Perspectives (Panel Discussion)**  
*Representatives from resort, tourism business, and tribal communities (TBA)*
- Ecological Impacts of AIS**  
**Aquatic Invasive Species and Changes to the Food Chain**  
*David F. Staples, Ph. D; Fisheries Biometrician, MN DNR*  
**Interaction of Zebra Mussels and Water Quality**  
*Eric Fieldseth, Minnehaha Creek Watershed District*  
**Additional Speaker TBA**
- Economic Impacts of AIS**  
**Economic Impact of Spiny Waterflea on a Madison, Wisconsin Chain of Lakes (Recalculating the Cost of Invasive Species)**  
*Jake R. Walsh, Ph.D; UW Madison, Center for Limnology*  
**Additional Speakers TBA**
- Success in Stopping the Spread or Introduction of AIS**  
**Stopping the Spread of Zebra Mussels in the St Croix Wild and Scenic River**  
*Byron Karnes, St. Croix National Scenic Byway; National Park Service*  
**Mandatory Roadside Inspection and Decontamination Intercepts: A Gold Standard of Protection**  
*Caryn Miske, Flathead Basin Commission, Montana*
- Early Detection and Monitoring For Effective Rapid Response**  
**Crossing County Borders to Protect Pristine Trout Streams in SE Minnesota**  
*Amanda Gentry, Winona County SWCD; Jennifer Wahls, Wabasha County SWCD*  
**DNR EDD Maps: An Invasive Reporting Tool**  
*Laura Vanriper, MN DNR*  
**Lake Washburn: A Case Study in Early Detection and Rapid Response to Milfoil Infestation**  
*Ted Johnson, Washburn Lake Association*
- Pilot Projects for Innovation in Inspection and Decontamination**  
**Advanced Local Training for AIS Inspectors**  
*Rima Smith Keprios, Cass County AIS Coordinator*  
**Partnering with Lake Service Providers for Centralized Decontamination**  
*Ruth Schaefer, Kandiyohi County*  
**A Tagging System for Expedited Inspection on Lake Minnewasta**  
*Charlie Sawdey, Carver County*

- **Enforcement of AIS Rules: A Local, State, and International Perspective**  
**From Apathy to Engagement: A Review of Enforcement in Le Sueur County**  
*Josuha Mankowski, Environmental Resources Specialist, Le Sueur County*  
**The Benefits of AIS Enforcement (with demonstration of zebra mussel sniffing dogs)**  
*Todd Kanieski, MN DNR Enforcement Division*  
**The Impacts of Enforcing Boat Quarantine**  
*Kate Wilson, director, AIS Prevention, Government of Alberta, Canada*
- **Assessing Pathways and Managing Risk of AIS Infestation**  
**Assessing and Managing Risk: What Is the Difference?**  
*Michael Hoff, U.S. Fish and Wildlife Service*  
**AIS Lake Prioritization: A Planning Tool Developed for AIS Risk Management and Prevention**  
*Dan McEwen, Emelia Hauck; RMB Environmental Laboratories, Inc.*  
**Speaker TBA**
- **Closing Pathways of Infestation: Beyond the Public Access**  
**Building Boats to Minimize the Transfer of AIS and Ease Decontamination**  
*Gabriel Jabbour, Tonka Bay Marina, American Boat and Yacht Club (ABYC)*  
**Grant Program Incentives for Residents Selling Water-Related Equipment**  
*Sue McGuire, Stearns County Environmental Services*  
**Additional Speaker TBA**



## Bassett Creek Watershed Management Commission

# MEMO

Date: September 9, 2016  
From: Laura Jester, Administrator  
To: BCWMC Commissioners  
RE: **Administrator's Report**

Aside from this month's agenda items, the Commission Engineers, city staff, committee members, and I continue to work on the following Commission projects and issues.

### **CIP Projects** (more resources at <http://www.bassettcreekwmo.org/projects.>)

#### **2017 Plymouth Creek Restoration Project, Annapolis Lane to 2,500 feet Upstream (2017CR-P) (See Item 6A):**

The final feasibility study is now available online at <http://www.bassettcreekwmo.org/index.php?cID=284>. The Hennepin County Board approved the 2017 maximum levy request at their meeting on July 28<sup>th</sup>. A Clean Water Fund [grant application](#) was submitted for this project last month. At this meeting, the Commission will hold a public hearing on the project, order the project, certify a final levy to Hennepin County, and enter an agreement with the City of Plymouth to design and construct the project.

**2017 Main Stem Bassett Creek Streambank Erosion Repair Project (2017CR-M) (See Item 6A):** The feasibility study for this project was approved at the April Commission meeting and the final document is available on the project page at: <http://www.bassettcreekwmo.org/index.php?cID=281>. A Response Action Plan to address contaminated soils in the project area was completed by Barr Engineering with funding from Hennepin County and has been submitted to the MPCA for review and approval. At their meeting last month, the Commission directed staff to submit an Environmental Response Fund grant application to Hennepin County to help fund the environmental response for the project. The County Board approved the 2017 maximum levy request at their meeting on July 28<sup>th</sup>. At this meeting, the Commission will hold a public hearing on the project, order the project, certify a final levy to Hennepin County, and enter an agreement with the City of Minneapolis Plymouth to design and construct the project.

**2013 Four Season Area Water Quality Project (NL-2):** Since November 2015, the City of Plymouth has considered different options for this area including the original stream restoration, using only rock to stabilize the channel, and a flocculation facility. The City received comments on these options at a public meeting in January. Recently, a developer has proposed a redevelopment project (Agora) for the site that includes several innovative stormwater management features for the site. At their meeting last month, Commissioners received a presentation from Solution Blue and considered the developer's request for a partnership with the BCWMC to share in the cost of stormwater management that goes above and beyond the requirements. Currently, the City of Plymouth is working with the developer on determining appropriate stormwater management. The Commission will discuss the possibility of a partnership at a future meeting.

**2014 Schaper Pond Diversion Project, Golden Valley (SL-3):** In August, the Commission Engineer reported that the structure had been vandalized and repair was needed. The contractor for Shaper Pond Diversion Project, Sunram Construction, will be onsite in the next two weeks to do maintenance on the baffle and finish punch list items. Over seeding in two of the access areas is required to achieve final stabilization. Erosion control will be pulled once the final stabilization is completed.

**2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2):** At their March 2015 meeting, the Commission approved the project specifications and directed the city to finalize specifications and solicit bids for the project. The contract was awarded to HAB Aquatic Solutions. The alum treatment spanned two days: May 18- 19, 2015 with 15,070 gallons being applied. Water temperatures and water pH stayed within the desired ranges for the treatment. Early transparency data from before and after the treatment indicates a change in Secchi depth from 1.2 meters before the treatment to 4.8 meters on May 20th. There were no complaints or comments from residents during or since the treatment. Water monitoring continues to determine if and when a second alum treatment is necessary.

**2015 Main Stem Restoration Project 10th Avenue to Duluth Street, Golden Valley (2015CR):** The restoration project is being constructed in two phases, each under separate contract. Phase one includes stream bank shaping, placement of field stone rock and 12-inch bio-logs, and repair of storm sewer outlets. The first phase of the project began in November 2015 and was finished in June 2016.

Phase two of the project includes the establishment of native vegetation along the stream, including grasses, wildflowers, shrubs, live stakes and fascines, and cordgrass plugs. Rachael Contracting is working to finish sod repairs and final punch list items. The second phase of the contract, Native Buffer Vegetation installation is now under way. The project has been seeded and stabilized and maintenance mowing and spot treatments have been completed. Applied Ecological Services (AES) will continue to monitor and maintain the native vegetation this fall and into 2018. AES will complete tree and shrub planting this spring as they continue to maintain the native vegetation. It is anticipated that the total contract amount for both Phase one and Phase two will be within the Watershed's overall project budget.

The City has been trying to assess the condition of the bank stabilization practices following the large rain events in July and August, but has been unable to do so because of continued high water. If any repairs are necessary, they will be made prior to project closeout.

**2016 Northwood Lake Improvement Project, New Hope (NL-1) (See Item 7E):** Construction on this project began this spring. Photos and construction progress are available at: <http://www.ci.new-hope.mn.us/departments/publicworks/2016infrastructure.shtml>

Northwood Lake Improvement Project is nearing completion.

- The storm tank is complete, along with all pretreatment structures.
- The overflow rain gardens are complete and functional, and will be planted in the next week or two.
- The force main for the ballfield irrigation system is installed and the contractor is currently working on the connection from the 4" force main to the existing irrigation system.
- The contractor is currently installing blow mulch and seed on the site.
- Jordan Pond and the overflow structure to Basset Creek at 169 is complete.
- All other major site work is complete.
- An [interim grant report](#) for the Clean Water Partnership grant, along with an invoice for grant funds

**2016 Honeywell Pond Expansion Project, Golden Valley (BC-4):** At the August 2015 meeting, the Commission entered an agreement with the City of Golden Valley to design and construct the project. At the September 2015 meeting, the Commission granted conditional approval of the 50% design plans for the project and authorized the City to proceed with final plans and contract documents. 90% design plans were presented and approved at the November Commission meeting. The bid opening for this project (in conjunction with the Douglas Drive Project) was held April 12<sup>th</sup>. The Honeywell Pond Project was bid as part of the City of Golden Valley and Hennepin County's Douglas Drive (CSAH 102) Reconstruction Project. The reconstruction project began in June. So far, the



General Contractor has done some very preliminary grading near the pond. In the coming weeks, the force main pipes and low-flow diversion structure will be installed. Tree removal and major earthwork will not begin until this winter.

## Other Projects

**Administrative Tasks:** I have been working with Amy Herbert to list and transfer responsibilities for administrative tasks including appropriately noticing public meetings and hearings, ordering catering, printing and mailing meeting materials, and filing. I have contacted two agencies seeking proposals for assistance with the tasks but have yet to find a viable option for the Commission. I will work with the Administrative Services Committee to look at other options. Until then, I will perform these functions.

**Education Tasks:** A contract with Dawn Pape was recently executed, as approved at the July 2016 BCWMC meeting. Dawn was approved as a monthly guest columnist with Lakeshore Weekly News on behalf of the BCWMC. She has also developed preliminary ideas for new educational displays and continues to manage BCWMC's social media. I continue to participate in the West Metro Water Alliance consortium at their monthly meetings, and to write and coordinate the WMWA "Water Links" newsletter articles (<http://www.hennepin.us/residents/environment/protecting-land-water#water-links>). Recently, WMWA began a large "Pledge to Plant" campaign to encourage homeowners and other landowners to plant native plants and buffers.

**Hennepin County Natural Resources Partnership:** I attended the meeting of this group on August 23<sup>rd</sup> and participated in a workshop to "envision the future of environmental education for youth." I plan to continue regular attendance at these meetings held about every other month to connect with other watersheds, agencies, cities, and environmental organizations.

**Records Retention/Management and Data Practices:** At the direction of the Administrative Services Committee, I updated the Commission's Records Retention Schedule and asked legal counsel to review and recommend any changes needed. Additionally, a Data Practices Procedure was drafted for the Commission by our legal counsel. The Commission will review these documents at a future meeting. Also, I continue to work on records management including locating all official records, determining what records should be disposed of or sent to the State Archives, how paper records can be digitized, and how and where to store our electronic records. I will be researching and gathering input on different options for records management and storage over the course of the year.

**Organizational Efficiencies:** At the direction of the Administrative Services Committee I will be drafting an organizational chart and have been discussing practices and procedures with TAC members, Commission staff, and Commissioners to ensure the proper and efficient use of staff's time and to streamline communications where needed.