



## Bassett Creek Watershed Management Commission

### AGENDA MEMO

Date: April 13, 2016

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 4/20/17 BCWMC Meeting

1. **CALL TO ORDER and ROLL CALL**
2. **CITIZEN FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**
4. **CONSENT AGENDA**
  - A. Approval of Minutes – March 16, 2017 Commission meeting- **ACTION ITEM with attachment**
  - B. Approval of April 2017 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 – March Administrator Services
    - ii. Keystone Waters, LLC – March Meeting Materials Distribution Expenses
    - iii. Barr Engineering – March 2017 Engineering Services
    - iv. Triple D Espresso – April 2017 Meeting Refreshments
    - v. Wenck – March 2017 WOMP Monitoring
    - vi. Wenck – March Routine Lake Monitoring
    - vii. Lawn Chair Gardener – March 2017 Administrative Services
    - viii. Kennedy & Graven – February Legal Services
    - ix. Talbott Promotions – Dog Bag Dispensers
    - x. MMKR – 2016 Financial Audit
    - xi. Hamline University – 2017 Clean Water MN Campaign
  - D. Approval Not to Waive Monetary Limits on Municipal Tort Liability – **ACTION ITEM with attachment** - *Commission Legal Counsel Gilchrist recommends the Commission take action to not waive monetary limits on municipal tort liability. This action is taken by the Commission annually.*
  - E. Accept Fiscal Year 2016 Financial Audit Report – **ACTION ITEM with attachment (full document online)** - *The audit of the Commission's finances for the period February 1, 2016 to January 31, 2017 is complete. The auditor found no deficiencies in internal financial control and not findings based on testing of the Commission's compliance with laws and regulations. Deputy Treasurer Virnig recommends the Commission accept the audit. Staff will submit the audit to the BWSR (due at the end of May).*
5. **BUSINESS**
  - A. Receive Presentation and Discuss Draft Feasibility Study for Bassett Creek Park Pond/Winnetka Pond Dredging Project (BCP-2) – **DISCUSSION ITEM with attachment (appendices online)** – *At their July 2016 meeting the Commission approved a [proposal](#) from the Commission Engineer to prepare a feasibility study for the BCP-2 CIP project to dredge Bassett Creek Park Pond and added the study of dredging in Winnetka Pond. The study compares various options and the cost/benefit of each and includes input from technical stakeholders and residents. Multiple discussions and analysis of various options were also held with Crystal city staff and Commissioner Mueller. At this meeting, city staff will also relay input from the Crystal City Council resulting from a work session on April 13<sup>th</sup>. The Commission Engineer will present the results of the study and her recommendations. The Commission should discuss the findings and recommendations. A final feasibility study should be approved at the May Commission meeting.*

- B. Receive Update on Curly-leaf Pondweed Control on Medicine Lake – **ACTION ITEM with attachments** – *At their meeting in February, the Commission approved a partnership with the City of Plymouth and Three Rivers Park District (TRPD) to perform herbicide treatments of curly-leaf pondweed in Medicine Lake in 2017 and to contribute up to \$20,750 from its APM/AIS Budget for the treatment. I applied for a DNR permit for the herbicide treatment, and developed and distributed a request for proposals, project specifications, and a contract with assistance from Plymouth staff and the Commission attorney. Because the plant survey and water temperature readings need to happen in April, with an herbicide treatment likely in early May, the agreement with TRPD and the low-bid contractor was already executed so work could begin. Staff is seeking Commission ratification of the executed agreement and contract (attached).*
- i. Ratify Agreement with Three Rivers Park District for Cooperation of Curly-leaf Pondweed Control
  - ii. Ratify Contract with PLM Lake and Land Management for Curly-leaf Pondweed Treatment
- C. Receive Correspondence from Former Commissioner Regarding Pending Environment – **DISCUSSION ITEM with attachment** – *I received an email from former New Hope Commissioner Stauner regarding legislation passed by the MN House and Senate. In the attached email, Mr. Stauner requests the Commission discuss the impact of the legislation which is laid out in the letter from the Minnesota Environmental Partnership to legislators (attached to the email). The Commission could consider sending their concerns to Governor Dayton.*

## 6. COMMUNICATIONS

- A. Administrator's Report – **INFORMATION ITEM with attachment**
- i. Update on Minor Plan Amendment
- B. Chair
- C. Commissioners
- i. Report on Plymouth Home Expo Event
- D. TAC Members
- E. Committees
- i. Report on March 27<sup>th</sup> Budget Committee Meeting
  - ii. Upcoming Education and Budget Committees Meetings
- F. Legal Counsel
- G. Engineer

## 7. INFORMATION ONLY (Information online only)

- A. CIP Project Updates: Now Available Online <http://www.bassettcreekwmo.org/projects>
- B. Grant Tracking Summary and Spreadsheet
- C. WMWA January and February Meeting Minutes
- D. Impacts of Salt in the News
- i. Star Tribune Article and Channel 12 News Clip
- E. WCA Notice of Decision, Golden Valley
- F. WCA Notice of Decision, Plymouth Creek Restoration Project

## 8. ADJOURNMENT

### Upcoming Meetings & Events

- Basnett Creek Park Clean Up: Saturday April 22, 9:30 a.m. – noon, by Minneapolis Park and Rec Board [https://www.minneapolisarks.org/activities\\_events/events/earth\\_day\\_cleanup/#group\\_1\\_219258](https://www.minneapolisarks.org/activities_events/events/earth_day_cleanup/#group_1_219258)
- BCWMC Budget Committee Meeting: Monday April 24<sup>th</sup>, 8:00 a.m., Golden Valley City Hall
- BCWMC Education Committee Meeting: Monday April 24<sup>th</sup>, 1:00 p.m., Golden Valley City Hall
- BCWMC TAC Meeting: Thursday May 4<sup>th</sup>, 1:30 – 3:30 p.m., Council Conference Room, Golden Valley City Hall
- BCWMC Public Hearing and Regular Meeting: Thursday May 18<sup>th</sup>, 8:30 a.m., Council Conf Room, Golden Valley City Hall
- Woodland Restoration Event: Saturday June 3, 8:30 a.m. – 12:30 p.m., Westwood Hills Nature Center, St. Louis Park, volunteer pre-registration required: <https://www.greatrivergreening.org/events/june-3-westwood-hills-nature-center/>