



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: April 12, 2018

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 4/19/18 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 15, 2018 Commission Meeting- **ACTION ITEM with attachment**
 - B. Approval of April 2018 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 2018 Administrative Services
 - ii. Keystone Waters, LLC – March 2018 Meeting Materials Distribution Expenses
 - iii. Barr Engineering – March 2018 Engineering Services
 - iv. Triple D Espresso – April 2018 Meeting Refreshments
 - v. Wenck – March 2018 WOMP Monitoring
 - vi. Lawn Chair Gardener – March 2018 Administrative Services
 - vii. Kennedy Graven – February 2018 Legal Services
 - viii. Prairie Moon Nursery – Packets of Native Seeds
 - ix. Metro Conservation Districts – Children’s Water Festival 2018 Contribution
 - x. Metro Watershed Partners - 2018 Contribution
 - xi. M. Scanlan – State of Water Conference Registration
 - xii. Freshwater Society - P. Crough Road Salt Symposium Registration
 - xiii. Talbott Promotions – Education Giveaways
 - xiv. MMKR – 2017 Financial Audit
 - 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. Approval of Kilmer Park Street Reconstruction Project, Plymouth – **ACTION ITEM with attachment** – *The Commission Engineer recommends approval of this proposed linear project in the Medicine Lake Direct subwatershed in Plymouth. The project includes the reconstruction of several streets and utilities and results in 7.70 acres of disturbance and an increase of impervious surface by 0.38 acres from 4.58 acres to 4.96 acres. The project does not create one or more acres of net new impervious surfaces and therefore does not trigger the BCWMC requirements for water quality treatment.*
 - F. Approval to Reimburse Commissioner Scanlan for State of Water Conference Registration and Alt. Commissioner Crough for Road Salt Symposium – **ACTION ITEM no attachment** – *At your meeting in March you approved the Education Committee’s proposed 2018 work plan and budget including \$1,200 for Commissioners to attend trainings and conferences. Staff recommends reimbursement to Commissioner Scanlan for State of the Water Conference registration and payment to Freshwater Society for attendance at the Road Salt Symposium by Alt. Commissioner Crough.*

- G. Approval of Agreement with Hennepin County for 2018 River Watch Program – **ACTION ITEM with attachment** – *Each year the Commission contracts with Hennepin County for their coordination and support of the River Watch Program. Through this program, classrooms take fieldtrips to the stream to collect macroinvertebrates and learn about pollution and watersheds. Typically, 2 – 4 schools from the Bassett Creek watershed participate each year, usually visiting the stream each spring and fall. You can view the 2017 River Watch Annual Report here: <https://www.hennepin.us/riverwatch>. Staff recommends approval.*
- H. Approval of Agreement with Met Council for Watershed Outlet Monitoring Program (WOMP) – **ACTION ITEM with attachment** – *Each biennium, the Commission enters an agreement with the Met Council for operation of the WOMP station on Bassett Creek. The Commission is reimbursed \$5,000 per year to help cover the costs of collecting samples, operating equipment, and calculating a rating curve. The Commission contracts with Wenck for much of this work and the Commission Engineer maintains the rating curve. The Met Council owns and maintains the monitoring equipment and pays for sample analyses. Staff recommends approval.*

5. BUSINESS

- A. Receive Presentation of Draft Feasibility Study for Westwood Lake Water Quality Improvement Project (WST-2) (25 minutes) – **DISCUSSION ITEM with attachment; appendices online** – *In September 2017 the Commission approved a [proposal](#) from the Commission Engineer to complete a feasibility study for this project. The Commission Engineer has been working closely with St. Louis Park staff and their consultants as the CIP project is part of a much larger project to completely reconstruct the Westwood Hills Nature Center. The Commission Engineer will present 3 different concepts for the Commission to consider. The Commission's 5-year CIP includes \$300,000 for this project. At the May meeting, the Commission should make a final decision on which concept(s) to implement.*
- B. Consider Approval of 50% Design Plans for Bassett Creek Park Phase I Dredging Project: Winnetka Pond (BCP-2) (25 minutes) – **ACTION ITEM with attachment; full plan set online** – *In September 2017 the Commission entered an [agreement](#) with the City of Crystal to design and construct this CIP project. The city hired Barr Engineering to prepare project plans and specifications for the project. 50% design plans will be presented at this meeting. Staff recommends approval of these plans and recommends directing the city to prepare 90% plans for the Commission's review at a future meeting.*
- C. Review Feasibility Study Concepts for DeCola Ponds B & C Improvement Project (BC-2,3,8) (20 minutes) – **DISCUSSION ITEM with attachment** – *At the meeting in November 2016, the Commission received a [presentation](#) on the Long Term Flood Mitigation Plan for Medicine Lake Rd & Winnetka Ave Area prepared by the cities of Golden Valley, New Hope, and Crystal. At their meetings in Sept and Oct 2017 the Commission approved a proposal and an addition to the proposal (respectively) from the Commission Engineer to prepare a feasibility study for this CIP [project](#) which is one of several projects recommended in the Long Term Flood Mitigation Plan. At this meeting, the Commission Engineer will walk through 3 concepts for flood mitigation and water quality improvements in this area and will relay the public's comments/concerns gathered through two open houses. As a reminder, the BCWMC CIP has \$1.6M slated for this project. Additional funding sources are being sought by the City of Golden Valley. A complete feasibility study report will be presented at the May meeting where Commissioners should select a concept to pursue.*

- D. Consider Approval of Recommendations from Technical Advisory Committee (15 minutes) – **ACTION ITEM with attachments** – *The TAC met on April 9th and forwards recommendations on the 5-year CIP and use of Channel Maintenance Funds in Golden Valley (see memo attached and documents below)*
- i. 2020 – 2024 Capital Improvement Program and Project Fact Sheets – **ACTION ITEM with attachment** – *The TAC recommends the 5-year CIP which incorporates a project in the City of Minnetonka for 2020 and adds three projects for 2024. (Fact sheets for these four new projects are attached.) Addition of 3 of these projects will require a minor plan amendment. The Bryn Mawr Meadows Water Quality Improvement Project originally slated for 2019 is proposed to be moved to 2020 to better align with the timing of design and construction of MPRB’s park reconstruction project. Staff recommends approval of this 5-year CIP and seeks direction to begin minor plan amendment process.*
 - ii. Channel Maintenance Fund Request – **ACTION ITEM with attachment** – *The TAC recommends the Commission approve Golden Valley’s request for use of \$15,000 of their accumulated Channel Maintenance Funds for the project proposed here. Staff recommends approval and direction to prepare and execute an agreement with the City of Golden Valley pending BCWMC legal counsel review and approval.*
- E. Receive Update on Status of Bryn Mawr Meadows Water Quality Improvement Project (BC-5) (5 minutes) – **INFORMATION ITEM no attachment** – *At their meeting in September 2017 the Commission approved a [proposal](#) from the Commission Engineer to prepare a feasibility study for this project. The study is underway in close coordination with MPRB’s development of concept designs for the park’s reconstruction. As indicated with TAC recommendations in Item 5D, the proposed 5-year CIP includes moving this CIP project from 2019 to 2020 to better align with timing of design and construction of MPRB’s park reconstruction project. If approved above, staff will continue to work on the feasibility study and will present the study for Commission’s review and consideration later this spring or early summer. Once a final feasibility study is approved by the Commission and a concept(s) is chosen to pursue, that information will be used the following year in a 2020 levy request to the County.*
- F. Consider Authorizing Expenditures for Possible Rapid Response to Zebra Mussels in Medicine Lake (20 minutes) – **ACTION ITEM with attachment** – *Once ice (finally) goes out on Medicine Lake, a survey of the distribution of zebra mussels will be completed by TRPD. There is a chance a rapid response (chemical treatment of the mussels) may be approved by the MnDNR but the window for performing that treatment is narrow. Staff requests approval to spend up to \$11,000 of its APM/AIS budget on a rapid response, if warranted. Multiple funding partners have been identified. Please see the memo attached.*
- G. Consider Appointing Administrator as Commission Representative at Hennepin County Watershed Based Funding Pilot Program Convene Meeting and Discuss Funding Options (15 minutes) – **ACTION ITEM with attachment** – *Discussions with watershed organizations in Hennepin County have continued and will culminate in a formal “convene meeting” on May 16th. (You can view my [initial memo](#) on this topic from your January meeting and can read [FAQs from BWSR here](#).) Please see the attached memo for staff recommendations on moving forward in this process.*

6. COMMUNICATIONS

- A. Administrator's Report - **INFORMATION ITEM with attachment**
 - i. Update on Plans for Freshwater Society-Facilitated Lake Group Meeting
 - ii. Update on Chloride Limited Liability Legislation
 - iii. Update on Medicine Lake Issues and Meeting with AMLAC
- B. Chair
- C. Commissioners
 - i. Report on State of the Water Conference Committees
- D. TAC Members
- E. Committees
 - i. Report from Budget Committee
- F. Legal Counsel
- G. Engineer

7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates <http://www.bassettcreekwmo.org/projects>
- C. Grant Tracking Summary and Spreadsheet
- D. Minnesota Association of Watershed Districts Summer Tour
- E. 2017 WMWA Annual Report
- F. 2017 Met Council Water Resources Update

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Education Committee Meeting: Wednesday April 18th, 8:30 a.m., Lower Level Conf Room, GV City Hall
- BCWMC Regular Meeting: Thursday April 19th, 8:30 a.m., Council Conference Room, Golden Valley City Hall
- Bassett Creek Watershed Clean Ups: Saturday April 21st; 9:30 – 12:00, Various MRPB locations, https://www.minneapolisparcs.org/activities_events/events/earth_day_cleanup/#group_1_219258
- BCWMC CIP Prioritization Committee Meeting: Tuesday April 24th, 8:30 – 10:00 a.m., Golden Valley City Hall
- BCWMC Budget Committee Meeting: Wednesday April 25th, 11:30 a.m. – 1:00 p.m., Golden Valley City Hall
- Minnesota Water Action Day at the Capitol: Wednesday May 2nd, 8:00 a.m. – 4:00 p.m., State Capitol
- Minnesota Association of Watershed Districts Summer Tour: June 20 – 22, 2018