



## Bassett Creek Watershed Management Commission

### AGENDA MEMO

Date: July 8, 2015

To: BCWMC Commissioners

From: Laura Jester, Administrator

**RE: Background Information for 7/16/15 BCWMC Meeting**

1. **CALL TO ORDER and ROLL CALL**
2. **CITIZEN FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM**
4. **CONSENT AGENDA**
  - A. Approval of Minutes – June 18, 2015 Commission meeting- ACTION ITEM with attachment
  - B. Approval of July 2015 Financial Report - ACTION ITEM with attachment
  - C. Approval of Payment of Invoices - ACTION ITEM with attachments
    - i. Keystone Waters, LLC – June 2015 Administrator Services
    - ii. Barr Engineering –June 2015 Engineering Services
    - iii. Amy Herbert – June 2015 Secretarial Services
    - iv. ACE Catering – July 2015 Meeting Refreshments
    - v. Wenck – June 2015 WOMP Monitoring
    - vi. Kennedy Graven – May Legal Services
  - D. Approval of Reimbursement Request from City of Golden Valley for Bassett Creek Main Stem Restoration Project (CR2015) – ACTION ITEM with attachment – At their meetings on 10/16/14 and 11/19/15 the BCWMC entered into agreements with the City of Golden Valley to develop a feasibility study and design/construct the Main Stem Restoration Project, respectively. The city has submitted a request for reimbursement of work to date. Staff recommends approving the reimbursement.
5. **BUSINESS**
  - A. Consider Resolution of Appreciation for Services of John O’Toole to the Bassett Creek Watershed Management Commission – ACTION ITEM with attachment – Former Alternate Commissioner John O’Toole’s (City of Medicine Lake) appointment on the Commission ended on 2/1/15 after 25 years of service - but without a formal “thank you” and recognition from the Commission. John will attend this meeting (at least the beginning!) to receive this resolution and a certificate of appreciation.
  - B. Review Evaluations of Two Past CIP Projects by MN Department of Natural Resources and MN Board of Water and Soil Resources – INFORMATION ITEM with attachment - The Minnesota Department of Natural Resources (MDNR) and the Minnesota Board of Water and Soil Resources (BWSR) completed evaluations of two stream restoration projects in the BCWMC through the Legacy Restoration Evaluation Program. Commission and city staff cooperated with MDNR and BWSR on these evaluations and reviewed project expectations and limitations. These evaluations will be part of a report to the Minnesota Legislature later this year. Please see the attached memo from me along with the completed evaluations.
  - C. Discuss Development of Feasibility Studies for 2017 CIP Projects – DISCUSSION ITEM no attachment – At their meeting on 5/21/15, the Commission approved the 2017 – 2021 CIP list which included two stream restoration projects to begin in 2017 - one along Plymouth Creek in Plymouth and the other on Bassett Creek Main Stem in Minneapolis. Development of feasibility studies for these projects should start soon. Typically, the BCWMC enters into an agreement with the city to conduct a feasibility study based on a proposal from an engineering firm of their choice (within the BCWMC engineering pool). Minneapolis has requested that the Commission Engineer prepare the feasibility study for the Bassett Creek Main Stem project. The City of Minneapolis should have a proposal from Barr for BCWMC

consideration at their August meeting. For the Plymouth Creek Project, the city of Plymouth would like the Commission to direct the feasibility study (rather than the city) either by using a firm within the pool of engineers or the Commission Engineer. If the Commission agrees to direct the feasibility study, the Commission should decide among three options as to how to proceed: 1) prepare a request for proposals for the engineering pool (Barr Engineering, Wenck Associates, WSB & Associates, SEH, Inc.), 2) request a proposal from one of the firms in the pool other than the Commission Engineer, or 3) request a proposal from the Commission Engineer. I recommend option 3 to streamline the process and eliminate the cost of the Commission Engineer reviewing a feasibility study prepared by a different firm.

- D. Consider Approval of Recommendations from Technical Advisory Committee – **ACTION ITEM with attachment** – *The BCWMC TAC met on 6/25/15 along with multiple state and local agencies and partners to discuss and comment on the implementation plan for the Upper Mississippi River Bacteria TMDL. Please see the attached memo including meeting notes and TAC recommendation.*
- E. Consider Applying for Clean Water Fund Grant – **DISCUSSION ITEM with attachment** – *The MN Board of Water and Soil Resources (BWSR) recently distributed a request for proposals (applications) for the FY2016 Clean Water Fund competitive grant program. Applications are due August 28<sup>th</sup>. Grant materials are included in the packet. At the direction of the BCWMC at their June meeting, staff reviewed these materials in consideration for the Northwood Lake Improvement Project and the Honeywell Pond Expansion Project. Staff is seeking direction from the Commission regarding grant applications.*
- F. Receive Update on XP-SWMM Progress and Funding – **INFORMATION ITEM no attachment** - *The Commission Engineer installed a flow monitoring station on the North Branch of Bassett Creek and began collecting data in June. For the modeling, staff are compiling all the existing information that is available from the previous XP-SWMM model and the P8 model. From there, the Commission Engineer will develop data requests for each city. As for project funding - the Commission Engineer learned from MDNR staff that FEMA decided not to provide funding this year, but there is good potential for funding to be available next year; MDNR staff should learn about FY2016 funding later this year. The Commission Engineer also discussed the status of Flood Damage Reduction (FDR) grant funding with other MDNR staff. Although the special legislation included \$500,000 for the FDR program, MDNR staff needs to meet with Homeland Security and Emergency Management staff to discuss how much, if any, of that funding is available. MDNR staff requested that BCWMC complete an FDR application for FY 2016 funding (funds available July 1 2016).*
- G. Receive Update on Blue Line LRT Project – **INFORMATION ITEM no attachment** – *City and Commission staff continue to coordinate with Metro Transit and their consultants regarding hydrology, modeling, wetland impacts, storm water treatment, and stream impacts related to this project. Recently, the cities of Golden Valley, Minneapolis, and Crystal formally requested assistance from the Commission with tasks related to wetlands and the Wetland Conservation Act (WCA) (which is allowed under BCWMC policies).(The BCWMC is already the local government unit, or LGU, responsible for WCA tasks in Robbinsdale.) The BCWMC project review fee schedule charges actual costs for WCA work so the Commission should be reimbursed by Metro Transit for these tasks. Additionally, I have been in contact with Metro Transit regarding other costs to the Commission stemming from future project reviews and assistance requested with hydraulics and hydrology. It is likely the Commission will have an agreement with Metro Transit for reimbursement of these costs for consideration at the August meeting.*
- H. Consider Reviewing and Providing Feedback on Hennepin County Draft Natural Resources Strategic Plan - **INFORMATION ITEM with attachment** - *Hennepin County’s natural resources strategic plan is intended to guide the county and its partners in responding to natural resource issues and developing internal and external policies, programs and partnerships that improve, protect and preserve natural resources. The county is currently seeking feedback on the draft plan. An overview of the draft plan is included in the packet along with comments I sent to county staff. You can take the partner survey about the draft plan at <http://www.hennepin.us/residents/environment/conservation-services-organizations> .*

## 6. COMMUNICATIONS

- A. Administrator's Report – *Attached*
  - i. Update on Clean Water Partnership Grant for Northwood Lake Project – *verbal at meeting*
- B. Chair
- C. Commissioners
- D. TAC Members
- E. Committees
  - i. Education Committee Meeting Report
- F. Legal Counsel
- G. Engineer
  - i. Investigation of Sedimentation in Bassett Creek in Wirth Park
  - ii. Westwood Lake Aquatic Plant Survey Preliminary Results

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

- A. CIP Project Update Chart
- B. Grant Tracking Summary and Spreadsheet

**8. ADJOURNMENT**

**Upcoming Meetings & Events**

- Water Words That Work (*Re-visioning our outreach and education projects*), Tuesday July 21, 9:00 a.m. – 4:00 p.m., Hamline University <http://www.hamline.edu/education/cgee/wsp/water-words-that-work/>
- NEMO On-the-Water Training, Thursday July 23, 5:00 – 9:00 p.m., Queen of Excelsior on Lake Minnetonka
- Regular Commission Meeting and Public Hearing Thursday August 20, 2015, 8:30 a.m. Golden Valley City Hall