



# Bassett Creek Watershed Management Commission

## AGENDA MEMO

Date: November 12, 2014

To: BCWMC Commissioners

From: Laura Jester, Administrator

**RE: Background Information for 11/19/14 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
    - i. October 8, 2014 Commission Workshop – **ACTION ITEM with attachment**
    - ii. October 16, 2014 Commission Meeting – **ACTION ITEM with attachment**
  - B. Approval of Financial Report - **ACTION ITEM with attachment**
  - C. Approval of Payment of Invoices - **ACTION ITEM with attachments**
    - i. Keystone Waters, LLC – October 2014 Administrator Services
    - ii. Barr Engineering – October 2014 Engineering Services
    - iii. Amy Herbert – October 2014 Secretarial Services
    - iv. ACE Catering – November 2014 Meeting Refreshments
    - v. Wenck – October 2014 WOMP Monitoring
    - vi. Kennedy Graven – September 2014 Legal Services
  - D. Approval to Utilize 2014 West Metro Water Alliance (WMWA) Funds for 2015 Special WMWA Project – **ACTION ITEM with attachment** *An agreement between the Commission and Shingle Creek WMC (as coordinators of WMWA) requires that special WMWA projects be approved by each participating organization. Additionally, the WMWA requests that \$1,500 of 2014 funds be pre-paid for the “5,000 Acres by 2025” project planned to begin in 2015. The Commission’s 2014 budget for WMWA is currently well under budget. Staff recommends approval of the project and use of 2014 funds as requested.*
  - E. Approval of Reimbursement Request from City of Minneapolis for Main Stem Bassett Creek Restoration Project Golden Valley Rd. to Irving Ave. (CR2012) – **ACTION ITEM with attachment** – *On May 23, 2012, the Commission entered an agreement with the City of Minneapolis for construction and implementation of this CIP project. The City has since contracted with the Minneapolis Park and Rec Board for project management. The MPRB and their consultant on the project (WSB) have been working to obtain permits and design and bid the project. The City is requesting reimbursement for work to date. Staff recommends approving the reimbursement request.*
  - F. Approval of Resolution Designating the City of Golden Valley as Responsible for Implementing the Twin Lake In-Lake Alum Treatment Project and Approving an Agreement for Implementation (TW-2) – **ACTION ITEM with attachment** – *At the October 2014 meeting, the Commission took action directing staff to move forward with implementation of this project. The first step is designate a responsible city and to enter into an agreement with the City of Golden Valley. Staff recommends approving this resolution (and hence the agreement) so work can begin.*
  - G. Approval of Golden Valley Senior Living Project, Golden Valley – **ACTION ITEM with attachment** – *This project, located in the Sweeney Lake watershed at the intersection of Country Club Drive and Glenwood Avenue in Golden Valley, includes constructing a building addition at an*

existing senior living facility with underground stormwater storage with a sand filter, utility work, and site grading. Approximately 0.62 acres will be graded and will result in a 6,200 square foot increase in impervious surface. The Commission Engineer reviewed the project plans and recommends approval with conditions.

## 5. BUSINESS

- A. Consider Approval of Revised Feasibility Study for Northwood Lake Improvement Project (NL-1) – ACTION ITEM with attachment (full feasibility study available online) – *At the September meeting the Commission discussed this project, the various options in the feasibility study, and their costs. The Commission approved the feasibility study but requested more information on the how the project could be funded. In the revised feasibility study, the City of New Hope further described the funding available and the reasons for constructing Options A and C. Please see the Commission Engineer’s memo with recommendations along with my memo for the next agenda item.*
- B. Choose Options and Funding for 2016 CIP Projects: Northwood Lake Improvement Project (NL-1) and Honeywell Pond Expansion (BC-4) - ACTION ITEM with attachment – *After considering both 2016 projects, their benefits, Commission past practices, and funding options, the Commission Engineer and I developed recommendations for the Commission’s consideration. Please see the attached memo. As a reminder, the Honeywell Pond Expansion Project was discussed last month. The feasibility study and Commission Engineer memo are available here: <http://www.bassettcreekwmo.org/Meetings/2014/2014-October/2014OctoberMeetingPacket.htm>*
- C. Submit Request for Major Plan Amendment for Northwood Lake Improvement Project (NL-1) and Honeywell Pond Expansion (BC-4), as Needed – ACTION ITEM no attachment – *Depending on the options chosen for the 2016 projects, a plan amendment (either major or minor) will be needed. Staff requests approval to begin the plan amendment process.*
- D. Approve Resolution of Appreciation for Services of Alternate Commissioner Justin Riss – ACTION ITEM with attachment – *Mr. Riss has stepped down from the Commission after 5 years as the alternate Commissioner from St. Louis Park. The Commission should recognize his commitment to the organization with a resolution and certificate of appreciation.*

*Break (at approximately 10:00 to bid TAC member Tom Mathisen a happy retirement)*

- E. Review Draft 2015 BCWMC Next Generation Watershed Management Plan – INFORMATIONAL ITEM with attachment – *Please see the attached memo reviewing the Plan development process to date and the tasks yet to come.*
- i. Review Draft Implementation Program (Section 5) – DISCUSSION ITEM with attachment – *Section 5 was slated for discussion at the October Commission Workshop but we ran out of time so comments were received via email. The Commission should review and discuss this section, particularly the areas highlighted in gray.*
  - ii. Review Policy 110 and Discuss Any Comments on Draft Executive Summary; Sections 1, 2, 3, 4, and 6; and Appendices - DISCUSSION ITEM with Policy 110 attached and all plan sections available online – *At the October Commission Workshop, the group discussed the Commission’s role in recreation and the possibility of adding language indicating the Commission’s position on implementing projects that are primarily recreational in nature. Policy 110 (from Section 4) is included here because some workshop participants thought language regarding recreation projects should be included here. After much consideration, staff recommends the language now included in Section 5.2.1.1 related to implementation of the CIP program. In addition to that discussion, staff would like the Commission’s comments or questions on all other sections of the draft Plan.*

iii. Consider Submittal of Draft Plan to Review Agencies for 60-day Comment Period – ACTION ITEM with attachment – *Depending on the discussions above, if there are no major revisions needed to the draft Plan, staff recommends approval to submit the draft Plan for 60-day review to review agencies, cities, Hennepin County, and other partners as noted in the attached draft transmittal letter.*

F. Consider Administrator’s Request to Attend MN Association of Watershed Districts (MAWD) Annual Conference – ACTION ITEM with attachment – *I would like to represent the Commission at the annual conference of the MN Association of Watershed Districts in Alexandria. It is a good opportunity to meet and learn from other Administrators and watershed staff from around the State. I would plan to attend the sessions highlighted yellow in the program. Total costs for this conference include registration (\$185), lodging (\$90), and 8 hours of time (\$520) for a total of \$795. This amount would be covered by Administrator’s budget line item and would not result in a budget shortfall in this area.*

## 6. COMMUNICATIONS

- A. Administrator’s Report – *Report including an update on all current CIP projects is attached*
- B. Chair
- C. Commissioners
- D. TAC Members
- E. Committees
  - i. Administrative Services Committee – *Committee members and I will give a verbal update*
- F. Legal Counsel
- G. Engineer - *The Commission Engineer will provide verbal updates on the following*
  - i. Review of Mississippi WMO Major Plan Amendment
  - ii. Meeting with MDNR regarding BCWMC comments on FEMA map

## 7. INFORMATION ONLY – INFORMATIONAL ITEMS with documents online only

- A. Grant Tracking Summary and Spreadsheet
- B. Star Tribune Article on Sweeney Lake
- C. WCA Notice, Plymouth
- D. Thank You Letter from Children’s Water Festival

## 8. ADJOURNMENT

### Upcoming Meetings

- December Commission Meeting, Thursday December 18th, 8:30 a.m., Golden Valley City Hall