



# Bassett Creek Watershed Management Commission

## AGENDA MEMO

Date: June 10, 2014

To: BCWMC Commissioners

From: Laura Jester, Administrator

**RE: Background Information for 6/19/14 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 – May 15, 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 – May 2014 Administrator Services
    - ii. Barr Engineering – May Engineering Services
    - iii. Amy Herbert – May 2014 Secretarial Services
    - iv. Kennedy Graven – April 2014 Legal Services
    - v. Wenck – May 2014 WOMP Monitoring
    - vi. ACE Catering – June 2014 Meeting Refreshments
    - vii. Schmitt and Sons Bus Transportation – Watershed Tour
    - viii. Prairie Moon Nursery – Native Seeds
    - ix. MMKR – Final Invoice for 2013 Audit
  - D. Approval to Submit Press Release on Wirth Lake Delisting to Media Outlets – ACTION ITEM with attachment – *At my request, Amy Herbert drafted the attached press release on MPCA's decision to remove Wirth Lake from the impaired waters list. Staff recommends the Commission submit the press release to various media outlets in the area.*
  - E. Approval of Proposed 2015 Operating Budget and Order Submittal to Cities for Review and Comment – ACTION ITEM with attachments – *At the 5/15/14 meeting, the Commission reviewed the proposed 2015 operating budget and assessments to cities along with the Budget Detail document. There were no suggested changes to the budget. An error was corrected in the Budget Detail document. Staff recommends submittal of the proposed budget, assessments, and Budget Detail document to city clerks for their review. This must be done by July 1 according to the JPA and cities have until August 1 to provide comments.*
5. **PUBLIC HEARING**
  - A. Receive Comments from Public on Major Plan Amendment
    - i. Adding to the Capital Improvement Program (CIP) a project for 2015 (CR2015) to restore approximately 1.8 miles of the Main Stem of Bassett Creek from 10<sup>th</sup> Avenue to Duluth Street in the City of Golden Valley

*On 2/27/14 the Commission requested a Major Plan Amendment to add a project to the 2004 Watershed Management Plan. (Further information and documents on the proposed Amendment can be found [here](#). Also see materials for item 6A below.) The public hearing will be opened and the public will be asked for comments on the proposed major plan amendment. All comments will be entered into the public record. The hearing will then be closed before proceeding with further Commission business.*

## 6. BUSINESS

- A. Consider Approval of Final Feasibility Study for 2015 Main Stem Restoration Project, Golden Valley (CR2015) – **ACTION ITEM with attachments** – *At the 2/20/14 meeting, the Commission reviewed and discussed the draft feasibility report for this project (available online). The Commission Engineer formally reviewed this feasibility report, discussed various components with city staff and their consultants, and recommends approval of the final feasibility report (see memo attached). The city held an open house on this project on 4/24/14 (see attached comments). Designs for this project cannot be prepared until the Commission orders the project later this year.*
- B. Discuss Timeline and Status of 2016 CIP Projects in Golden Valley, New Hope, and Minneapolis – **ACTION ITEM with attachment** – *Please see attached memo regarding the status of the 2016 CIP projects. Staff recommends the Commission approve the accelerated timeline noted in the memo for the 2016 CIP projects in Golden Valley (BC-4) and New Hope (NL-1).*
- C. Consider Agreement with City of Golden Valley for Development of Feasibility Study for Honeywell Pond Expansion Project (BC-4) – **ACTION ITEM with attachment** – *If the accelerated timeline in the above item is approved, staff recommends entering into an agreement with Golden Valley for the development of a feasibility study for the 2016 Honeywell Pond Expansion Project. The agreement and the proposal from the city's consultant are attached.*
- D. Update on Meeting with Medicine Lake City Council and Joint Powers Agreement Signatories – **DISCUSSION ITEM no attachment** – *Six cities have signed the 10-year JPA extension. As directed at the last Commission meeting, on 6/2/14 Counsel LeFevere, several Commissioners and I met with the Medicine Lake City Council to discuss the issue of the Joint Powers Agreement. It was a good discussion and much information was exchanged. Mayor Holter sent the following message to me via email on 6/10/14: “Our council met last night and agreed to extend the time period for the new joint powers agreement from 2 years to 5 years. This was a difficult stretch to move to 5 years for Medicine Lake however our hope is that this compromise on Medicine Lake's part will be acceptable to the other cities. We have seen progress in the short run on Medicine Lake consideration and we want it to continue. Our hope is that this will continue building the viability of all issues of BCWMC. We are asking that Medicine Lake's offer be put on the agenda for the next commission meeting for consideration and presentation back to the other 8 cities. Specifically we ask that you and your team present our proposal with the same positiveness, enthusiasm, and thoroughness that you brought to our city council last week. We concur that BCWMC is a worthwhile organization that should continue provided it serves all of its members.”*
- E. Discuss Steps Needed to Prepare for Possible Commission Dissolution - **DISCUSSION ITEM attachment online** (from 5D of May Commission meeting) *Since it is unknown whether or not the 8 cities besides Medicine Lake will sign a 5-year JPA extension, the Commission should begin planning for dissolution. At the meeting, Counsel LeFevere and I will present recommendations on the first steps that should be taken. You can refer to [Counsel LeFevere's memo](#) from the 5/15/14 meeting under 5D.*
- F. Consider TAC Recommendations – **ACTION ITEM with attachment** – *The TAC met on 6/5/14 and made the recommendations outlined in the attached memo. The buffer policies were discussed (and approved) by the Plan Steering Committee at their 6/9/14 meeting. Staff recommends the Commission approve the remaining recommendations.*
- i. Buffer Policies for Next Generation Watershed Management Plan
  - ii. CIP Process Improvement
  - iii. Use of Channel Maintenance Funds by City of Golden Valley

- G. Update on Next Generation Watershed Management Plan Development – **INFORMATIONAL ITEM with attachments** – *The Plan Steering Committee continues to work on policies for various sections of the Plan. After reviewing an updated Plan development schedule, they agreed to meet more often in order to complete the policy sections and forward to the Commission at an August workshop.*
- i. 3/24/14 Plan Steering Committee Meeting Notes
  - ii. 4/21/14 Plan Steering Committee Meeting Notes
- H. NEMO Workshop on the Water – **INFORMATIONAL ITEM with attachment** – *Please consider registering for this free workshop (with dinner included) aboard the Queen of Excelsior on Lake Minnetonka July 23<sup>rd</sup>. City staff should invite council members and commissioners from city commissions, as well.*
- I. Debrief on Watershed Tour – **INFORMATIONAL ITEM with attachment online only** – *The handout from the tour is available with meeting materials online. Staff will provide a brief overview of tour outcomes.*
- J. Update on Watershed Map – **INFORMATIONAL ITEM with map on display after meeting** – *A nearly final draft of the watershed map will be available for review and comment by Commissioners and others after the meeting. The map should be ready for printing after this final review.*

**7. COMMUNICATIONS – INFORMATIONAL ITEMS with attachment**

- A. Administrator's Report – *Attached with updates on CIP projects and other on-going projects.*
- B. Chair
- C. Commissioners
- D. TAC Members
- E. Committees:
  - i. Education Committee
  - ii. Administrative Services Committee
- F. Legal Counsel
- G. Engineer

**8. INFORMATION ONLY – INFORMATIONAL ITEMS with documents online**

- A. Grant Tracking Summary and Spreadsheet
- B. WCA Notices, Plymouth
- C. WMWA April and May Meeting Minutes

**9. ADJOURNMENT**

Upcoming Meetings

- Next Gen Plan Steering Committee, Monday June 23, 4:30 – 6:30 p.m., Golden Valley City Hall
- Next Gen Plan Steering Committee, Monday July 7, 4:30 – 6:30 p.m. Golden Valley City Hall
- Regular Commission Meeting, Thursday July 17, 8:30 a.m., Golden Valley City Hall
- Next Gen Plan Steering Committee, Monday July 28, 4:30 – 6:30 p.m. Golden Valley City Hall