



Bassett Creek Watershed Management Commission

Regular Meeting and Public Hearing

8:30 a.m. – 11:00 a.m.

Thursday, June 19, 2014

Council Conference Room, Golden Valley City Hall

7800 Golden Valley Rd., Golden Valley MN

AGENDA

1. CALL TO ORDER and ROLL CALL

2. CITIZEN FORUM ON NON-AGENDA ITEMS - *Citizens may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, with the exception of referral to staff or a Commissions Committee for a recommendation to be brought back to the Commission for discussion/action.*

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

- A. Approval of Minutes – May 15, 2014 Commission Meeting
- B. Approval of Financial Report
- C. Approval of Payment of Invoices
 - 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
- E. Approval of Proposed 2015 Operating Budget and Order Submittal to Cities for Review and Comment

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 10th Avenue to Duluth Street in the City of Golden Valley

6. BUSINESS

- A. Consider Approval of Final Feasibility Study for 2015 Main Stem Restoration Project, Golden Valley (CR2015)
- B. Discuss Timeline and Status of 2016 CIP Projects in Golden Valley, New Hope, and Minneapolis
- C. Consider Agreement with City of Golden Valley for Development of Feasibility Study for Honeywell Pond Expansion Project (BC-4)
- D. Update on Meeting with Medicine Lake City Council and Joint Powers Agreement Signatories
- E. Discuss Steps Needed to Prepare for Possible Commission Dissolution
- F. Consider TAC 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
 - i. 3/24/14 Plan Steering Committee Meeting Notes
 - ii. 4/21/14 Plan Steering Committee Meeting Notes
- H. NEMO Workshop on the Water
- I. Debrief on Watershed Tour
- J. Update on Watershed Map

7. COMMUNICATIONS

- A. Administrator's Report
- B. Chair
- C. Commissioners
- D. TAC Members
- E. Committees:
 - i. Education Committee
 - ii. Administrative Services Committee
- F. Legal Counsel
- G. Engineer

8. INFORMATION ONLY (Information online only)

- 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

Future Commission Agenda Items list

- Develop fiscal policies
- Medicine Lake rip-rap issue over sewer pipe
- Presentation on joint City of Minnetonka/ UMN community project on storm water mgmt
- State of the River Presentation
- Presentation on chlorides

Future TAC Agenda Items List

- Develop guidelines for annualized cost per pound pollutant removal for future CIP projects
- Stream identification signs at road crossings
- Blue Star Award for cities
- Look into implementing “phosphorus-budgeting” in the watershed – allow “x” pounds of TP/acre.



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 10th 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 23rd. 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

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9. ADJOURNMENT

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- Next Gen Plan Steering Committee, Monday July 28, 4:30 – 6:30 p.m. Golden Valley City Hall



Bassett Creek Watershed Management Commission

Minutes of Regular Meeting May 15, 2014 Golden Valley City Hall, 8:30 a.m.

Commissioners and Staff Present:

Crystal	Commissioner Guy Mueller, Vice Chair	Robbinsdale	<i>Not represented</i>
Golden Valley	Commissioner Stacy Hoschka, Treasurer	St. Louis Park	Commissioner Jim de Lambert, Chair
Medicine Lake	Commissioner Clint Carlson	Administrator	Laura Jester, Keystone Waters LLC
Minneapolis	Commissioner Michael Welch	Attorney	Charlie LeFevere, Kennedy & Graven
Minnetonka	<i>Not represented</i>	Engineer	Karen Chandler, Barr Engineering Co.
New Hope	<i>Not represented</i>	Recorder	Amy Herbert
Plymouth	Commissioner Ginny Black		

Technical Advisory Committee (TAC) Members/ Other Attendees Present:

Derek Asche, TAC, City of Plymouth	Jane McDonald Black, Alternate Commissioner, City of Golden Valley
Constance Bonniwell, Minneapolis resident	Jeff Oliver, TAC, City of Golden Valley
Terrie Christian, Plymouth resident, Medicine Lake lakeshore property owner	Rachel Olmanson, MPCA
Joe Fox, TAC, City of Golden Valley	John O'Toole, Alternate Commissioner, City of Medicine Lake
Erick Francis, TAC, City of St. Louis Park	David Stack, Minneapolis resident
Christopher Gise, Golden Valley resident	Liz Stout, TAC, City of Minnetonka
Chris Long, TAC, City of New Hope	Peter Tiede, Murnane Brandt
Richard McCoy, TAC, City of Robbinsdale	Robert White, Friends of Northwood Lake Association

1. CALL TO ORDER AND ROLL CALL

On Thursday, May 15, 2014, at 8:35 a.m. in the Council Conference room at Golden Valley City Hall, Chair de Lambert called to order the meeting of the Bassett Creek Watershed Management Commission (BCWMC) and

asked for roll call to be taken. The Cities of Minnetonka, New Hope, and Robbinsdale were absent from the roll call.

2. CITIZEN FORUM ON NON-AGENDA ITEMS

No items were brought forward.

3. AGENDA

Commissioner Black moved to approve the agenda. Alternate Commissioner Mueller seconded the motion. Upon a vote, the motion carried 6-0 [Cities of Minnetonka, New Hope, and Robbinsdale absent from vote].

4. CONSENT AGENDA

Chair de Lambert requested to remove from the Consent Agenda 4C – Financial Report and 4D – Payment of Invoices and to add them to the Business agenda as 5A1. Commissioner Welch requested the removal of item 4F – Approval of Comments on the Draft EIS for the Bottineau Transitway Project. Chair de Lambert said it would be added to the Business Agenda as 5A2. Commissioner Hoschka moved to approve the Consent Agenda as amended. Commissioner Black seconded the motion. Upon a vote, the motion carried 6-0 [Cities of Minnetonka, New Hope, and Robbinsdale absent from vote].

[The following items were approved as part of the Consent Agenda: the April 14, 2014 Commission Workshop minutes, the April 17, 2014 BCWMC meeting minutes, response to comments on Major Plan Amendment, accept and authorize distribution of fiscal year 2013 financial audit, accept Fernbrook Lane emergency culvert replacement (Plymouth), approval of Lock-Up Storage Facility project (Golden Valley), and approval of comment letter on draft bacteria TMDL report.]

The general and construction account balances reported in the Financial Report prepared for the May 15, 2014, meeting are as follows:

Checking Account Balance	\$735,455.00
TOTAL GENERAL FUND BALANCE	\$735,455.00
TOTAL CASH & INVESTMENTS ON-HAND (5/7/14)	\$2,621,520.95
CIP Projects Levied – Budget Remaining	(\$2,874,430.73)
Closed Projects Remaining Balance	(\$252,909.78)
2013 Anticipated Tax Levy Revenue	\$9,662.09
2014 Anticipated Tax Levy Revenue	\$895,000.00
Anticipated Closed Project Balance	\$651,752.31

5. BUSINESS

5A1. BCWMC Financial Report and Payment of May Invoices

Administrator Jester explained that the financial report had been revised to include an invoice in the amount of \$405.00 to Schmitty and Sons Transportation for the Commission's upcoming watershed tour bus transportation. Commissioner Black moved to accept the financial report and pay the invoices. Commissioner Hoschka seconded the motion. Upon a vote, the motion carried 6-0 [Cities of Minnetonka, New Hope, and Robbinsdale absent from vote].

5A2. Approval of Comments on the Draft EIS for the Bottineau Transitway Project

Engineer Chandler described the current alignment of the project and noted that there are a lot of wetland and floodplain impacts with the alignment that would need mitigation. Commissioner Welch added that he thinks that the Commission's comments should state that the Commission would like to work with the Bottineau Transitway Project throughout the process. He said that he is nervous about the steep slopes along the alignment and along the creek in Minneapolis and that the Commission's comments should emphasize that the Commission is doing a capital project in the area before the Bottineau project will be done.

Mr. Oliver said that the City of Golden Valley's comments are still being drafted but do include many of the same comments that are in the Commission's comments. He said that the City's comments will include that no increase in upstream flood stage will be acceptable.

Commissioner Black said that she generally agrees with the draft comment letter and that it raises all of the issues that the BCWMC needs to raise. She said that she is most concerned with the runoff coming from hard surfaces and how it will be addressed. She commented that the Commission should communicate its rules. Commissioner Welch said that he assumes that the project will come to the Commission for Engineer review, and he commented that the Commission has no permitting program, so the burden would fall on the cities of Minneapolis and Golden Valley to implement, in terms of water quality, with the Commission's assistance.

Mr. Oliver reported that the station area planning process is underway for the first group of stations from Minneapolis through Golden Valley. He said that the City of Golden Valley has staff on the Technical Advisory Committee for that process. He relayed that the City of Golden Valley's message to both the Rail Authority and the Metropolitan Council is that the City will be involved in the preliminary design, if and when that moves forward. Mr. Oliver explained that both the Rail Authority and Metropolitan Council are well aware of the Commission's CIP water quality project immediately adjacent to the rail corridor.

Engineer Chandler remarked that because of the tight corridor of the proposed alignment, her biggest concern is how the erosion and sediment will be handled during construction. There was a discussion about how this could be addressed.

Commissioner Welch recommended that the Commission could direct Engineer Chandler and Administrator Jester to attend some of the project design meetings. He suggested asking Mr. Oliver to be a liaison and to communicate about upcoming meetings that Engineer Chandler and/or Administrator Jester should attend. Commissioner Black recommended that the Commission direct the Administrator to go and she can decide when the Commission Engineer will go since many of the Commission's TAC members/ City Engineers will be involved for their cities already.

Engineer Chandler summarized the comments that she will add to the letter based on today's comments.

Ms. Constance Bonniwell provided comments and stated that Hennepin County chose alignment D1 as it is the

cheapest option. She requested that the Commission maintain its focus of protecting the wetlands. She noted that the locally-preferred option is for no light rail and instead to provide rapid bus transit. Ms. Bonniwell described many details of the proposed project and her participation in many public meetings about the project.

Commissioner Welch moved to:

- direct the Commission Engineer to include in the comment letter an emphasis on the Commission's CIP project and the need to plan and design the project to ensure the integrity of the Commission's project;
- authorize the Administrator and, at the Administrator's discretion, the Commission Engineer to attend the station area plan process meetings; and,
- authorize Chair de Lambert to review and sign the final comment letter for submission by the Commission Engineer.

Commissioner Black seconded the motion. Upon a vote, the motion carried 6-0 [Cities of Minnetonka, New Hope, and Robbinsdale absent from vote].

A. Consider Agreement with the City of New Hope for Development of Feasibility Study for Northwood Lake Improvements Project

Administrator Jester explained that this is the time of year to start the CIP process for 2016 projects and is the time to authorize the drafting of the feasibility study for the Northwood Lake Improvements Project. She said that Stantec prepared a proposal for doing the feasibility study and the proposal is in the meeting packet. Mr. Long reported that New Hope's City Council approved going forward with the Cooperative Agreement with the BCWMC and if the BCWMC approves the Cooperative Agreement then the City of New Hope will sign the agreement with Stantec for the feasibility study.

Commissioner Black moved to approve entering into the Cooperative Agreement. Commissioner Carlson seconded the motion. Commissioner Welch commented that it is really important that the City of New Hope is aware of the context within which improvements to Northwood Lake should be assessed. He recommended that the Administrator provide New Hope and its consultant with copies of the Commission meetings minutes where improvements to Northwood Lake have been discussed, especially in relation to the proposed project in Plymouth that hasn't moved forward yet. Commissioner Welch encouraged the consultant to work closely with the Commission Engineer and to ask questions that may be helpful in preparing the study.

Engineer Chandler added that the P8 model is up and running and may be useful as the City and consultant are looking at alternatives.

Mr. Robert White of the Friends of the Northwood Lake Association remarked that the Association is in support of the project. He described the condition of the lake and said that the Association is in favor of reducing sediments, phosphorous, and the goose population.

Mr. Long said that the City will work closely with all of the parties. He said that in May, June, and July the City will be meeting with all of the stakeholders. Commissioner Black said that New Hope provided the City of Plymouth with a document that detailed all of the projects and work done to help the quality of Northwood Lake and suggested that the document be made available to the Commission. Mr. Long said that he will send it to Administrator Jester.

Administrator Jester reviewed the timeline and process for the 2016 CIP projects. She noted that a process is being developed regarding post-construction final reporting.

Upon a vote, the motion carried 6-0 [Cities of Minnetonka, New Hope, and Robbinsdale absent from vote].

B. Update on Watershed Tour

Administrator Jester updated the Commission about the May 29th watershed tour details and asked for authorization from the Commission to modify the bus reservation to a larger bus than the one currently reserved in the case that it is necessary based on RSVPs. She said that the larger bus would be an additional cost of \$130. Commissioner Mueller moved to authorize the Administrator to rent a larger bus if necessary. Commissioner Welch seconded the motion. Upon a vote, the motion carried 6-0 [Cities of Minnetonka, New Hope, and Robbinsdale absent from vote].

C. Update on Medicine Lake Water Level Issue and Conversations between Commissioners and Cities

Administrator Jester reminded the Commission that at one of its previous meetings the Commission decided that the members would talk with their city representatives regarding the Medicine Lake water level issue. She asked if anyone had any updates for the Commission based on those conversations. Commissioner Mueller provided comments from the City of Crystal. Commissioner Black provided comments. Mr. Asche said that he thinks that the next step is for the cities of Plymouth and Medicine Lake to discuss collaborating on a possible study.

Commissioner Carlson announced that the City of Medicine Lake City Council approved signing a JPA amendment extending the term by two years instead of ten years. He said that this term will allow the City of Medicine Lake to carefully analyze what is best for Medicine Lake, the residents, and the whole system.

Mr. LeFevere explained that the two-year proposal would need to go back to all the member cities for approval.

Administrator Jester reported that to-date the cities of Golden Valley, Plymouth, New Hope, Robbinsdale, and Minnetonka have already signed the amended Joint Powers Agreement (JPA) as originally proposed and that St. Louis Park has communicated that it will sign it next Monday

There was extensive discussion on the two-year term proposal, what a study of the Medicine Lake water level issue would entail and cost and who would pay for it, concerns over the bounce of Medicine Lake and the risk of flooding, what the City of Medicine Lake proposes would occur in those two years so that the watershed organization would not be in this same position two years from now, and what the other member cities would need in order to consider the two-year JPA proposal.

D. Contingency Plans in Event of JPA Expiration

Mr. LeFevere pointed out that in order for this organization to exist the member cities need to sign a Joint Powers Agreement. He summarized what the current JPA states about the dissolution of the organization, and he provided an overview of what would need to be handled in the case of dissolution. Mr. LeFevere explained that according to State Law, if the joint powers organization dissolves, the County would form a watershed district.

Mr. LeFevere discussed the information in his May 6, 2014, memo "Potential Dissolution of Bassett Creek Watershed Management Commission." He outlined the next steps that the Commission could take. He recommended that at either this meeting or the next meeting the Commission form a committee or charge an existing committee to focus on these issues.

There was an extensive discussion about the next steps that the Commission should take. Commissioner Black recommended that the Administrative Services Committee take on the role of discussing these issues and that anyone interested can participate or join the Committee.

Commissioner Mueller moved to direct the Administrative Services Committee and Legal Counsel to meet with the Medicine Lake City Council to discuss the situation and the implications of the two-year extension and of possible dissolution of the organization. Commissioner Black seconded the motion. Commissioner Black suggested that commissioners talk to their cities about the two-year proposal and bring that information back to the Commission next month. Upon a vote, the motion carried 6-0 [Cities of Minnetonka, New Hope, and Robbinsdale absent from vote].

[Commissioner Hoschka and Commissioner Welch depart the meeting. Alternate Commissioner McDonald Black assumes representation for City of Golden Valley.]

E. TAC Recommendations

i. 2015 Water Quality Monitoring Program

Mr. Fox reported on the TAC's meeting and presented the TAC's recommendations:

- Eliminate Crane Lake from the Commission's 2015 water quality monitoring program and revisit data needs from Crane Lake in 2016 in coordination with the City of Minnetonka's water quality monitoring program.
- Include the proposed "enhanced" biotic index monitoring and data analysis in 2015.
- The Commission Engineer continue the full reporting of results and trend analyses of the annual water quality monitoring program as is current practice.

ii. Responsible Parties and Funding of Flood Control Project

Mr. Fox explained that the TAC had a long conversation with legal counsel on the roles and responsibilities for the Flood Control Project. Mr. Fox presented the TAC's recommendations:

- The Commission continues to be responsible for the annual, five-year (20-year for the tunnel) inspection of the Flood Control project features and the follow-up reporting.
- The cities be responsible for debris removal, brushing, tree removal, and general maintenance and repairs (except for major maintenance and repairs) of the Flood Control Project features.
- The policies in the Next Generation Watershed Management Plan reflect the above along with other current practices.
- The Next Generation Watershed Management Plan include a policy stating the Commission will determine the responsibilities and funding mechanisms for major rehabilitation and replacement during the first five years of the plan.
- Further discussion and prioritization by the TAC and/or Commission on maintenance of the CIP projects and major rehabilitation of the Flood Control Project features.

Commissioner Black moved to approve the TAC's recommendations as presented. Alternate Commissioner McDonald Black seconded the motion. Upon a vote, the motion carried 5-0 [Cities of Minneapolis, Minnetonka, New Hope, and Robbinsdale absent from vote].

F. Review Draft 2015 Operating Budget, Assessments to Cities, Budget Detail Document

Commissioner Black presented the draft budget, described the proposed modest increase over last year's budget, and reported that the Budget Committee decided not to include funds for updating the XP-SWMM model. She said if it turns out that the XP-SWMM work needs to be done in 2015 then the funds will come

out of one of the Commission's existing funds. Administrator Jester noted that the proposed 2015 \$63,000 Water Quality/Monitoring budget is the budget with Crane Lake excluded from the 2015 program. Commissioner Black went through the proposed budget and described the proposed increases and decreases. She said that the budget will be on the Consent Agenda for the Commission's June meeting for final approval.

G. Review 2013 Annual Report and Direct Staff to Submit to BWSR

Commissioner Black moved to accept the report and direct staff to submit it to the Minnesota Board of Water and Soil Resources. Commissioner Carlson seconded the motion. Upon a vote, the motion carried 5-0 [Cities of Minneapolis, Minnetonka, New Hope, and Robbinsdale absent from vote].

H. Update on Next Generation Watershed Management Plan Development

Administrator Jester gave an overview of the Plan Steering Committee's most recent meeting and stated that the recommendation from the Committee will be to use the MIDS (Minimum Impact Design Standards) as the guidance. She reported that the Committee's next meeting will be on Monday, May 19th at 4:30 p.m.

6. COMMUNICATIONS

A. Administrator:

- i. Administrator Jester said that her Administrator Report is in the meeting packet and commented on the report's format change.

B. Chair: No Chair Communications

C. Commissioners:

- i. Commissioner Black said that she would not be at the Commission's June meeting.

D. TAC Members

- i. **Update on Twin Cities Metro Chloride Project**

Mr. Asche gave an update on the project and summarized the discussion from the group's April meeting.

E. Committees:

- i. **Education Committee**

Administrator Jester updated the Commission on the watershed map project.

- ii. **Budget Committee**

No additional communications aside from those in item 5F.

- iii. **Administrative Services Committee**

Commissioner Black provided an update including the Administrator's priorities for this year and noted that \$2,500 has been included in the 2015 budget to convert the Commission's files from written files to digital files.

F. Legal Counsel: No Legal Communications

G. Engineer:

- i. **2014 Impaired Waters List: Delisting of Wirth Lake; no chloride listing for Wirth and Medicine Lakes; remaining chloride listings.**

Engineer Chandler reported that the Minnesota Pollution Control Agency removed Wirth Lake

from the Impaired Waters List although it may take a year before the final approval comes from the U.S. Environmental Protection Agency. She reported that the several waters in the watershed that were included on the draft impaired waters list as impaired for chloride have been removed from the Impaired Waters List: Wirth Lake, Medicine Lake, and some unnamed streams in Plymouth. Engineer Chandler explained that remaining on the Impaired Waters List for chloride impairment are Parkers Lake, Spring Lake, Sweeney Lake, Bassett Creek Main Stem, and Plymouth Creek.

ii. Vicksburg Lane Environmental Assessment Worksheet (EAW)

Engineer Chandler pointed out that the Commission sent in comments on the EAW for the Vicksburg Lane project.

- iii.** Engineer Chandler announced that the Barr sent in a proposal to the City of Minneapolis' Community Planning and Economic Development Group that's looking at the extent of contamination from the city impound lot.

7. INFORMATION ONLY (Available at

<http://www.bassettcreekwmo.org/Meetings/2014/2014-May/2014MayMeetingPacket.htm>)

- A. Grant Tracking Summary and Spreadsheet
- B. Mississippi River Forum Workshop May 30, 2014; Science Museum of Minnesota; registration is free – advance registration requested
- C. Triclosan & Public Health: Public Perceptions & Educational Recommendations Workshop; May 22, 2014, MN Department of Health, St. Paul; RSVP required.

10. ADJOURNMENT

Chair de Lambert adjourned the Bassett Creek Watershed Management Commission Regular Meeting at noon.

Amy Herbert, Recorder

Date

Secretary

Date

(UNAUDITED)

Item 4B.
BCWMC 6-19-14

BEGINNING BALANCE	9-Apr-14	735,455.00
ADD:		
General Fund Revenue:		
Interest less Bank Fees	(7.91)	
2014-15 Assessments:		
Minneapolis has not paid 2014 Assessment of \$32,953		
Permits:		
City of Plymouth	1,700.00	
Brainerd Entertainment	1,700.00	
Reimbursed Construction Costs	10,809.30	
	Total Revenue and Transfers In	14,201.39
DEDUCT:		
Checks:		
2639 Barr Engineering	May Engineering Services	51,035.28
2640 D'Amico Catering	June Meeting	82.01
2641 Amy Herbert LLC	May Secretarial	1,839.56
2642 Kennedy & Graven	Apr Legal	1,016.88
2643 Keystone Waters LLC	May Administrator	5,000.00
2644 Wenck Associates	Outlet Monitoring	1,986.96
2645 Schmitt And Sons Transp	Watershed Tour	172.80
2646 MMKR	Audit Billing-Final	1,100.00
2647 Prairie Moon Nursery	Seed Packets	53.30
	Total Checks	62,286.79
ENDING BALANCE	10-Jun-14	687,369.60

	2014/2015 BUDGET	CURRENT MONTH	YTD 2014/2015	BALANCE
OTHER GENERAL FUND REVENUE				
ASSESSMENTS	490,345		457,391.00	32,954.00
PERMIT REVENUE	60,000	3,400.00	15,100.00	44,900.00
REVENUE TOTAL	550,345	3,400.00	472,491.00	77,854.00
EXPENDITURES				
ENGINEERING				
ADMINISTRATION	120,000	9,002.00	48,714.78	71,285.22
PLAT REVIEW	65,000	9,851.20	19,794.20	45,205.80
COMMISSION MEETINGS	16,000	2,086.08	6,884.58	9,115.42
SURVEYS & STUDIES	20,000	2,595.66	6,388.16	13,611.84
WATER QUALITY/MONITORING	45,000	7,002.50	23,565.20	21,434.80
WATER QUANTITY	11,000	1,038.24	2,609.60	8,390.40
WATERSHED INSPECTIONS	1,000	0.00	60.00	940.00
ANNUAL FLOOD CONTROL INSPECTIONS	20,000	82.50	82.50	19,917.50
REVIEW MUNICIPAL PLANS	2,000	0.00	0.00	2,000.00
ENGINEERING TOTAL	300,000	31,658.18	108,099.02	191,900.98
PLANNING				
WATERSHED-WIDE SP-SWMM MODEL	0	0.00	0.00	0.00
WATERSHED-WIDE P8 WATER QUALITY MODEL	0	0.00	0.00	0.00
NEXT GENERATION PLAN	40,000	1,995.60	14,691.54	25,308.46
PLANNING TOTAL	40,000	1,995.60	14,691.54	25,308.46
ADMINISTRATOR	60,000	5,000.00	19,115.10	40,884.90
LEGAL COSTS	18,500	1,016.88	3,330.88	15,169.12
AUDIT, INSURANCE & BONDING	15,500	1,100.00	9,700.00	5,800.00
FINANCIAL MANAGEMENT	3,045	0.00	0.00	3,045.00
MEETING EXPENSES	3,000	82.01	641.05	2,358.95
ADMINISTRATIVE SERVICES	35,800	1,906.10	6,677.16	29,122.84
PUBLICATIONS/ANNUAL REPORT	2,000	1,923.50	2,272.00	(272.00)
WEBSITE	2,000	0.00	0.00	2,000.00
PUBLIC COMMUNICATIONS	3,000	0.00	0.00	3,000.00
WOMP	17,000	4,410.12	6,916.86	10,083.14
EDUCATION AND PUBLIC OUTREACH	15,000	226.10	1,660.38	13,339.62
WATERSHED EDUCATION PARTNERSHIPS	15,500	0.00	3,500.00	12,000.00
EROSION/SEDIMENT (CHANNEL MAINT)	25,000	0.00	0.00	25,000.00
LONG TERM MAINTENANCE (moved to CF)	25,000	0.00	0.00	25,000.00
TMDL STUDIES	20,000	2,159.00	4,891.00	15,109.00
GRAND TOTAL	600,345	51,477.49	181,494.99	418,850.01

	Current	YTD
Construct Exp	10,809.30	32,489.45
Total	62,286.79	213,984.44

Cash Balance 05/7/14			
Cash		1,616,722.17	
	Total Cash & Investments		1,616,722.17
Add:			
Interest Revenue (Bank Charges)		4,219.58	
Called Investment		1,000,000.00	
	Total Revenue		1,004,219.58
Less:			
CIP Projects Levied - Current Expenses - TABLE A		(2,212.50)	
Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B		(8,596.80)	
	Total Current Expenses		(10,809.30)
	Total Cash & Investments On Hand	06/10/14	2,610,132.45
Total Cash & Investments On Hand		2,610,132.45	
CIP Projects Levied - Budget Remaining - TABLE A		(2,872,218.23)	
Closed Projects Remaining Balance		(262,085.78)	
2013 Anticipated Tax Levy Revenue - TABLE C		9,662.09	
2014 Anticipated Tax Levy Revenue - TABLE C		895,000.00	
Anticipated Closed Project Balance		642,576.31	
Proposed & Future CIP Project Amount to be Levied - TABLE B		0.00	

TABLE A - CIP PROJECTS LEVIED

	Approved Budget	Current Expenses	2014 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
Plymouth Creek Channel Restoration (2010 CR)	965,200.00	0.00	0.00	933,688.61	31,511.39
Wisc Ave/Duluth Street-Crystal (2011 CR)	580,200.00	0.00	0.00	580,200.00	0.00
North Branch-Crystal (2011 CR-NB)	834,900.00	0.00	0.00	713,240.29	121,659.71
Wirth Lake Outlet Modification (WTH-4)(2012) 5/13 Increase Budget - \$22,500	202,500.00	0.00	31.00	201,513.94	986.06
Main Stem Irving Ave to GV Road (2012 CR)	856,000.00	263.50	2,697.50	139,459.05	716,540.95
Lakeview Park Pond (ML-8) (2013)	196,000.00	0.00	0.00	11,589.50	184,410.50
Four Seasons Mall Area Water Quality Proj (NL-2)	990,000.00	0.00	0.00	101,635.49	888,364.51
2014					
Schaper Pond Enhance Feasibility/Project (SL-1)(SL-3)	612,000.00	1,949.00	7,702.50	70,987.50	541,012.50
Briarwood / Dawnview Nature Area (BC-7)	250,000.00	0.00	3,287.50	9,917.59	240,082.41
Twin Lake Alum Treatment Project (TW-2)	163,000.00	0.00	0.00	15,349.80	147,650.20
	5,649,800.00	2,212.50	13,718.50	2,777,581.77	2,872,218.23

TABLE B - PROPOSED & FUTURE CIP PROJECTS TO BE LEVIED

	Approved Budget - To Be Levied	Current Expenses	2014 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
2015					
Main Stem 10th to Duluth	0.00	3,945.00	6,407.00	7,765.75	(7,765.75)
2015 Project Totals	0.00	3,945.00	6,407.00	7,765.75	(7,765.75)
2016					
Bryn Mawr Meadows		4,651.80	4,651.80	4,651.80	(4,651.80)
2016 Project Totals	0.00	4,651.80	4,651.80	4,651.80	(4,651.80)
Total Proposed & Future CIP Projects to be Levied	0.00	8,596.80	11,058.80	12,417.55	(12,417.55)

TABLE C - TAX LEVY REVENUES

	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance to be Collected	BCWMO Levy
2014 Tax Levy	895,000.00		895,000.00	0.00	0.00	0.00	895,000.00	895,000.00
2013 Tax Levy	986,000.00		986,000.00	0.00	0.00	976,337.91	9,662.09	986,000.00
2012 Tax Levy	762,010.00		762,010.00	0.00	0.00	756,623.34	5,386.66	762,010.00
2011 Tax Levy	863,268.83	(2,871.91)	860,396.92	0.00	0.00	854,306.79	6,090.13	862,400.00
2010 Tax Levy	935,298.91	(4,927.05)	930,371.86	0.00	0.00	926,271.81	4,100.05	935,000.00
2009 Tax Levy	800,841.30	(8,054.68)	792,786.62	0.00	0.00	792,822.49	(35.87)	800,000.00
2008 Tax Levy	908,128.08	(4,357.22)	903,770.86	0.00	0.00	904,112.72	(341.86)	907,250.00
				<u>0.00</u>			<u>919,861.20</u>	

BCWMC Construction Account

Fiscal Year: February 1, 2013 through January 31, 2014

(UNAUDITED)

June 2014 Financial Report

OTHER PROJECTS:

	Approved Budget	Current Expenses / (Revenue)	2014 YTD Expenses / (Revenue)	INCEPTION To Date Expenses / (Revenue)	Remaining Budget
TMDL Studies					
TMDL Studies	135,000.00	0.00	0.00	107,765.15	27,234.85
Sweeney TMDL	119,000.00	0.00	0.00	212,222.86	
Less: MPCA Grant Revenue		0.00	0.00	(163,870.64)	70,647.78
TOTAL TMDL Studies	<u>254,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>156,117.37</u>	<u>97,882.63</u>
Annual Flood Control Projects:					
Flood Control Emergency Maintenance	500,000.00	0.00	0.00	0.00	500,000.00
Flood Control Long-Term Maintenance	598,373.00	0.00	7,712.15	26,195.48	572,177.52
Sweeney Lake Outlet (2012 FC-1)	250,000.00	0.00	0.00	179,742.18	70,257.82
Annual Water Quality					
Channel Maintenance Fund	275,000.00	0.00	0.00	59,718.10	215,281.90
Total Other Projects	<u>1,877,373.00</u>	<u>0.00</u>	<u>7,712.15</u>	<u>421,773.13</u>	<u>1,455,599.87</u>

Cash Balance 05/7/14 1,212,193.22

Add:

Transfer from GF 0.00

MPCA Grant-Sweeney Lk 0.00

Less:

Current (Expenses)/Revenue 0.00

Ending Cash Balance 06/10/14 1,212,193.22

Additional Capital Needed (243,407)

Bassett Creek Construc

		Bdgt	Exp	Balance
West Medicine	Project closed 6/30/12	1,100,000.00	744,633.58	355,366.42
Twin Lake	Project closed 4/11/13	140,000.00	5,724.35	134,275.65
Main Stem Crystal to Regent(2010 CR)	Project closed 11/20/13	636,100.00	296,973.53	339,126.47 ***\$673.50 of expenses are from 2013.

Project Details

Proposed & Future CIP Projects (to be Levied)

Total	2015	2016
Proposed & Future CIP Projects (to be Levied)	Main Stem - 10th Ave to Duluth	Bryn Mawr Meadows

Original Budget
Added to Budget

Expenditures:

Feb 2004 - Jan 2005		
Feb 2005 - Jan 2006		
Feb 2006 - Jan 2007		
Feb 2007 - Jan 2008		
Feb 2008 - Jan 2009		
Feb 2009 - Jan 2010		
Feb 2010 - Jan 2011		
Feb 2011 - Jan 2012		
Feb 2012 - Jan 2013		
Feb 2013 - Jan 2014	1,358.75	1,358.75
Feb 2014 - Jan 2015	11,058.80	6,407.00
		4,651.80

Total Expenditures: 12,417.55 7,765.75 4,651.80

Project Balance (12,417.55) (7,765.75) (4,651.80)

MPCA Grant
From GF

Bassett Creek Construction Project Details

Other Projects

Total					2012		
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	Totals - All Projects
1,647,373.00	105,000.00	119,000.00	500,000.00	748,373.00 (250,000.00)	250,000.00	175,000.00	7,274,673.00
163,870.64		163,870.64					22,500.00
230,000.00	30,000.00			100,000.00		100,000.00	163,870.64

6,949.19				3,954.44		2,994.75	637.50
10,249.09	637.20			9,611.89			6,949.19
113,141.44	23,486.95	89,654.49					10,249.09
117,455.33	31,590.12	47,041.86				38,823.35	113,141.44
76,184.64	31,868.63	44,316.01					138,409.58
45,375.25	15,005.25	25,920.00			4,450.00		85,504.59
12,656.65	168.00	5,290.50			7,198.15		147,821.08
21,094.00	3,194.00					17,900.00	1,000,387.64
174,826.03	1,815.00			4,917.00	168,094.03		357,621.46
7,712.15				7,712.15			1,482,432.07
							32,489.45

585,643.77 107,765.15 212,222.86 26,195.48 179,742.18 59,718.10 3,375,643.09

1,455,599.87 27,234.85 70,647.78 500,000.00 572,177.52 70,257.82 215,281.90 4,315,400.55

Total	2015	2016
Proposed & Future CIP Projects (to be Levied)	Main Stem - 10th Ave to Duluth	Bryn Mawr Meadows

Project Totals By Vendor

Barr Engineering	12,168.80	7,517.00	4,651.80
Kennedy & Graven	248.75	248.75	
City of Golden Valley			
City of Minneapolis			
City of Plymouth			
City of Crystal			
Blue Water Science			
S E H			
Misc			
2.5% Admin Transfer			

Total Expenditures 12,417.55 7,765.75 4,651.80

Total					2012		
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	Totals - All Projects
239,955.59	104,888.70	94,948.17		22,108.82	18,009.90		631,979.80
5,977.19	1,164.30	2,902.59		94.40	1,461.15	354.75	20,534.04
180,811.13					160,271.13	20,540.00	872,614.99
38,823.35						38,823.35	80,611.11
							899,967.21
101,598.10		101,598.10					665,295.13
18,478.41	1,712.15	12,774.00		3,992.26			3,900.00
							101,598.10
							18,478.41
							80,664.30

585,643.77 107,765.15 212,222.86 26,195.48 179,742.18 59,718.10 3,375,643.09

Total	2015	2016
Proposed & Future CIP Projects (to be Levied)	Main Stem - 10th Ave to Duluth	Bryn Mawr Meadows

Levy/Grant Details

2009/2010 Levy		
2010/2011 Levy		
2011/2012 Levy		
2012/2013 Levy		
2013/2014 Levy		
Construction Fund Balance		
BWSR Grant- BCWMO		

Total Levy/Grants

MPCA Grant
2010/2011
2011/2012
2012/2013
2013/2014

Total					2012		
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	Totals - All Projects
163,870.64		163,870.64					902,462
60,000.00	10,000			25,000		25,000	636,100
60,000.00	10,000			25,000		25,000	822,010
60,000.00	10,000			25,000		25,000	1,046,000
50,000.00				25,000		25,000	945,000
							1,300,728
							504,750

393,870.64 30,000 163,870.64 100,000 100,000 6,157,050

BWSR Grants Received



Item 4D.
BCWMC 6-19-14

Contact: Laura Jester, BCWMC Administrator
Laura.Jester@keystonewaters.com
952-270-1990

FOR IMMEDIATE RELEASE

Wirth Lake Water Quality Improvements Drive State's Delisting Action and Recommendation to U.S. EPA

Golden Valley, Minnesota, June 23, 2014 – The Minnesota Pollution Control Agency (MPCA) has removed Wirth Lake from the state's Impaired Waters List. The lake has been on the list since 2002 due to excess nutrients, specifically phosphorous. The MPCA has submitted the action, termed 'delisting,' to the United States Environmental Protection Agency for final approval.

Wirth Lake, located in Golden Valley on Minneapolis Park and Recreation Board property and in the Bassett Creek watershed, has seen statistically significant water quality improvements through collaborative efforts to divert and treat all significant sources of watershed phosphorous loading. For example, average summer water transparency has experienced a significant increase from 3.8 feet in 1992 to where it has consistently remained between 8.3 and 10.5 feet since 2008.

These improvements were achieved through the concerted and coordinated efforts of the Bassett Creek Watershed Management Commission (BCWMC), City of Golden Valley, City of Minneapolis, Minneapolis Park and Recreation Board, and MPCA as well as assistance from the Minnesota Board of Water and Soil Resources through its Legacy Funds grant program. Through these joint efforts, water quality improvement projects were identified and constructed, resulting in Wirth Lake's water quality improving to meet state water quality standards and the MPCA's delisting criteria.

"The delisting of Wirth Lake from the Impaired Waters List is a success to celebrate and is a testament to the focus and resolve of everyone involved, from residents providing comments and attending public hearings to the agencies, cities, and organizations involved in the monitoring, planning, and implementing of projects," states Bassett Creek Watershed Management Commission Chair Jim de Lambert.

Among the projects contributing to Wirth Lake's reduction in phosphorous were the water quality pond improvements constructed in 2005-2006 just west of Wirth Lake. The pond was a cooperative project between the BCWMC and the Minneapolis Park and Recreation Board. A more recent project was identified in the Wirth Lake Total Maximum Daily Load Implementation Plan and involved the innovative modification of the Wirth Lake outlet in 2012. The project was a collaborative effort between the BCWMC and the City of Golden Valley. The modified outlet reduced phosphorous loading into Wirth Lake by preventing backflow from Bassett Creek into Wirth Lake during flood events.

"Our waters are valuable resources, and we are proud of the work dedicated to improving and protecting them," says de Lambert.

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About the Bassett Creek Watershed Management Commission: The BCWMC is a Joint Powers water management organization comprising nine municipalities: Crystal, Golden Valley, New Hope, Medicine Lake, Minneapolis, Minnetonka, Plymouth, Robbinsdale, and St. Louis Park. Originating from the Bassett Creek Flood Control Commission formed in 1969, the BCWMC was established in 1982. The BCWMC's Watershed Management Plan sets the vision and guidelines for the management of surface water in the Bassett Creek watershed. The watershed is approximately 40 square miles, divided into four subwatersheds. For more information, visit www.bassettcreekwmo.org.

	A	E	F	G	H		K	L
1	2015 Proposed Operating Budget							
2	Bassett Creek Watershed Management Commission							
3	Item	2011 Actual	2012 Budget	2012 Actual	2013 Budget	2013 Actual	2014 Budget	2015 Proposed Budget
4	ENGINEERING & MONITORING							
5	Technical Services	127,840	120,000	97,715	120,000	133,347	120,000	120,000
6	Development/Project Reviews (funded by fees)	50,971	60,000	49,972	60,000	62,902	65,000	65,000 (A)
7	Non-fee and Preliminary Reviews							15,000 (B)
8	Commission and TAC Meetings	9,919	14,250	8,284	14,250	17,390	16,000	14,500 (C)
9	Surveys and Studies	21,411	10,000	7,024	10,000	11,380	20,000	20,000 (D)
10	Water Quality / Monitoring	29,957	20,000	19,686	40,000	39,913	45,000	63,000 (E)
11	Water Quantity	8,532	11,000	9,671	11,000	10,250	11,000	11,500
12	Inspections							
13	Watershed Inspections	4,827	7,000	7,569	7,000	4,790	1,000	1,000 (F)
14	Annual Flood Control Project Inspections	2,291	9,000	9,317	15,000	3,024	20,000	10,000 (G)
15	Municipal Plan Review	0	2,000	0	2,000	0	2,000	2,000 (H)
16	Watershed Outlet Monitoring Program (WOMP)	9,106	10,000	5,710	17,000	12,757	17,000	17,000 (I)
17	Subtotal Engineering & Monitoring	\$264,854	\$263,250	\$214,948	\$296,250	\$295,754	\$317,000	\$339,000
18	PLANNING							
19	Watershed-wide XP-SWMM Model		70,000	69,509	0	488	0	-
20	Watershed-wide P8 Water Quality Model		135,000	125,031	0	9,967	0	-
21	Next Generation Plan Development		40,000	23,959	40,000	43,394	40,000	30,000
22	Subtotal Planning	\$0	\$245,000	\$218,499	\$40,000	\$53,849	\$40,000	\$30,000
23	ADMINISTRATION							
24	Administrator	24,099	50,000	4,662	50,000	48,310	60,000	62,000 (J)
25	Legal	16,953	18,500	16,197	18,500	17,570	18,500	18,500
26	Financial Management	3,100	3,045	3,000	3,045	3,119	3,045	3,200 (K)
27	Audit, Insurance & Bond	12,771	15,225	12,927	15,225	13,000	15,500	15,500
28	Digitize Historic Paper Files							2,500 (L)
29	Meeting Catering Expenses	3,940	2,750	2,735	2,750	1,821	3,000	2,500
30	Admin Services (Rec Sec+Printing+Postage)	39,303	40,000	32,784	40,000	31,157	35,800	32,000
31	Subtotal Administration	\$100,166	\$129,520	\$72,305	\$129,520	\$114,977	\$135,845	\$136,200
32	OUTREACH & EDUCATION							
33	Publications / Annual Report	2,410	2,000	2,449	2,000	1,948	2,000	4,000 (M)
34	Website	214	2,500	120	2,500	201	2,000	12,000 (N)
35	Demonstration/Education Grants	0	0	0	0	0	0	-
36	Watershed Education Partnerships	19,055	13,000	11,030	15,000	11,200	15,500	15,500 (O)
37	Education and Public Outreach	0	5,775	3,316	14,775	12,788	15,000	17,000
38	Public Communications	1,443	3,000	1,609	3,000	1,867	3,000	3,000
39	Subtotal Outreach & Education	\$23,122	\$26,275	\$18,524	\$37,275	\$28,004	\$37,500	\$51,500
40	MAINTENANCE FUNDS							
41	Erosion/Sediment (Channel Maintenance)	25,000	25,000	25,000	25,000	25,000	25,000	25,000 (P)
42	Long-Term Maint. (Flood Control Project)	25,000	25,000	25,000	25,000	25,000	25,000	25,000 (Q)
43	Subtotal Maintenance Funds	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
44	TMDL WORK							
45	TMDL Studies	-					0	-
46	TMDL Implementation Reporting	-	10,000	10,000	10,000	-	20,000	20,000 (R)
47	Subtotal TMDL Studies	\$0	\$10,000	\$10,000	\$10,000	\$0	\$20,000	\$20,000
48	GRAND TOTAL	\$438,142	\$724,045	\$584,276	\$563,045	\$542,584	\$600,345	\$626,700

	A	E	F	G	H	I	J	K
50	NOTES							
51	(A) Partially funded by permit fees							
52	(B) New line item to cover reviews for which either we do not receive an application fee or it's too early in the process for us to have received an application fee.							
53	(C) Includes attendance at BCWMC meetings, TAC meetings and Next Generation Plan Steering Committee meetings. 2010- 2013 estimates based on 18 meetings. 2014 estimate based on 30 meetings. 2015 estimate based on 24 meetings							
54	(D) For Commission-directed surveys and studies. Past work has included watershed tours, Medicine Lake outlet work, etc.							
55	(E) Budget for detailed monitoring (every 4 years) of Crane Lake and Westwood Lake, Bassett Creek biotic index evaluation (every 3 years), general water quality requests, and city water quality requests							
56	(F) Review of city inspection activities (reports of inspections are available from each city), and inspection of projects such as County highway and MnDOT projects.							
57	(G) Typical annual inspection							
58	(H) Assumed budget to address municipal and adjacent WMO plan amendments.							
59	(I) Reimbursed \$5,000 from Met Council. \$17,000 includes \$11,000 for Wenck or similar contractor + \$6,000 for Barr's data management and analyses							
60	(J) Based on hourly rate increase from \$65/hr to \$67/hr (approx 3%); equates to up to 76 hours/month; no charge for mileage or travel time to meetings							
61	(K) Based on suggested increase of 2.5% by S. Virnig							
62	(L) An estimate for consideration to better preserve and track historic Commission documents							
63	(M) Includes approximately 3 hours per month of Recording Secretary's time to increase publications, articles, and press releases for the Commission							
64	(N) Includes a complete website redesign							
65	(O) Includes CAMP (\$5,000), River Watch (\$2,000), Metro WaterShed Partners (\$3,500), Blue Thumb (\$2,000), Metro Blooms (\$3,000)							
66	(P) Will be transferred to Channel Maintenance Fund							
67	(Q) Will be transferred to Long-Term Maintenance Fund							
68	(R) Task includes reporting on TMDL implementation and updating P8 model to include new BMPs.							

2014 Financial Information

Audited Fund Balance as of January 31, 2014		\$	386,616
Expected income from assessments in 2014	+	\$	490,345
Expected interest income in 2014	+	\$	-
Expected income from project review fees	+	\$	60,000
Expected income from CIP Administrative Funds	+	\$	22,375
Expected transfer from Long-term Maint Fund for Flood	+	\$	20,000
Expected income from WOMP reimbursement	+	\$	5,000
Estimated funds available for fiscal year 2014		\$	984,336
Estimated expenditures for fiscal year 2014	-	\$	600,345
Estimated fund balance as of January 31, 2015		\$	383,991

2015 Budget Details**Expected Income**

Proposed assessments to cities	+	\$	490,345
Proposed use of fund balance	+	\$	36,355
CIP Administrative Funds (2.5% of requested levy)	+	\$	25,000
Expected project review fees	+	\$	60,000
Transfer from Long-term Maint Fund for Flood Control Proj Ins	+	\$	10,000
WOMP reimbursement	+	\$	5,000
Interest income in 2015	+	\$	-
		\$	626,700

Expected Expenses

Total operating budget		\$	626,700
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Fund Balance Details

Beginning Fund Balance (Jan 31, 2015)		\$	383,991
Use of Fund Balance (see income above)	-	\$	36,355
Remaining Fund Balance (Jan 31, 2016)		\$	347,636

**Bassett Creek Watershed Management Commission
2015 Proposed Assessments**

Community	For Taxes Payable in 2014 Net Tax Capacity	2014 Percent of Valuation	Current Area Watershed in Acres	Percent of Area	Average Percent	2012 Assessment	2013 Assessment	2014 Assessment	2015 Assessment
54 Crystal	\$6,480,669	5.46	1,264	5.09	5.28	\$24,941	\$27,424	\$25,504	\$25,868
28 Golden Valley	\$27,425,623	23.12	6,615	26.63	24.87	\$115,080	\$129,126	\$123,033	\$121,964
79 Medicine Lake	\$764,196	0.64	199	0.80	0.72	\$3,484	\$3,909	\$3,479	\$3,543
1 Minneapolis	\$8,011,164	6.75	1,690	6.80	6.78	\$32,661	\$35,236	\$32,953	\$33,235
34 Minnetonka	\$8,315,857	7.01	1,108	4.46	5.74	\$24,920	\$28,464	\$27,402	\$28,121
86 New Hope	\$6,447,554	5.44	1,252	5.04	5.24	\$25,533	\$27,648	\$26,479	\$25,681
40 Plymouth	\$53,467,320	45.07	11,618	46.77	45.92	\$209,101	\$235,310	\$224,959	\$225,159
44 Robbinsdale	\$2,023,833	1.71	345	1.39	1.55	\$8,022	\$8,479	\$7,743	\$7,587
46 St. Louis Park	\$5,691,613	4.80	752	3.03	3.91	\$17,303	\$19,420	\$18,792	\$19,184
TOTAL	\$118,627,829	100.00	24,843	100.00	100.00	\$461,045	\$515,045	\$490,345	\$490,345



Bassett Creek Watershed Management Commission

2015 Operating Budget Detail

June 2014

The Joint and Cooperative Agreement establishing the Bassett Creek Watershed Management Commission (BCWMC) sets for the procedure required to adopt the annual budget. Article VIII, Subd 3 provides that each member agrees to contribute each year to a general fund to be used for administrative purposes and certain operating expenses. Half of the annual contribution of each member is based on assessed valuation of property within the watershed and the other half on the ratio of area of each member within the watershed to the total area of the watershed. Subd 5 of Article VIII further states "on or before July 1 of each year, the Board shall adopt a detailed budget for the ensuing year and decide upon the total amount necessary for the general fund." Budget approval requires a two-thirds majority (six Commissioners). Further, the Secretary "shall certify the budget on or before July 1 to the clerk of each member governmental unit, together with a statement of the proportion of the budget to be provided by each member." Each of the nine members then has until August 1 to file an objection to the budget.

The 2015 budget was prepared by the BCWMC Budget Committee with recommendations and input from the Commission Engineer, Administrator, Recording Secretary, legal counsel, and Deputy Treasurer as well as the Technical Advisory Committee (TAC), the Next Generation Plan Steering Committee, and the whole Commission at their May 15, 2014 meeting.

The BCWMC's most recent Watershed Management Plan (Plan) was approved by the Minnesota Board of Water and Soil Resources on August 25, 2004, and adopted by the BCWMC on September 16, 2004. That plan includes a capital projects budget, which is funded by ad valorem taxes collected by Hennepin County on behalf of the BCWMC. The Plan has been amended to include channel restoration and other improvement projects. Commission activities have focused on implementation of the Watershed Management Plan.

The proposed 2015 operating budget was approved by [# of Commissioners] at the BCWMC meeting on June 19, 2013. Details on specific line items are included here:

ENGINEERING and MONITORING \$339,000

Most of the engineering and monitoring activities are performed by Barr Engineering, the Commission Engineer.

Technical Services, Line 5: \$120,000 is budgeted for the day-to-day technical operations of the Commission such as preparing meeting materials for Commission and TAC meetings, communications with Commissioners, Administrator, member communities, developers, agencies, and other entities. Responding to questions and completing requests for data, information, and maps from various entities. The budget (\$120,000) is the same as 2014.

Development/Project Reviews, Line 6: \$65,000 is budgeted to perform technical reviews of developments within the watershed. The cost of reviews is largely offset by review fees (see revenue table). In 2013, the Commission increased review fees to recoup a larger proportion of the costs of reviews and/or restructuring the fee schedule entirely.

Non-fee and Preliminary Reviews, Line 7: \$15,000. This is a new budget item aimed at covering the costs of reviews for which either the Commission does not receive an application fee or it's too early in the process to have received an application fee. The amount is based on a review of 2013 reviews. This line item will allow the Commission to better track how well the fees they receive for reviews match up with the actual costs of those reviews. It is believed that the number and complexity of development reviews will continue rise, based on figures from 2013 and early 2014.

Commission and TAC Meetings, Line 8: \$14,500 is budgeted to cover the cost of the Commission Engineer to attend monthly Commission meetings, TAC meetings, and Next Generation Plan Steering Committee meetings. Amount is based on 24 meetings including 12 Commission meetings, 6 TAC meetings, and 6 Next Generation Plan Steering Committee meetings.

Survey and Studies, Line 9: \$20,000 is budgeted for Commission-directed special studies, surveys and model use, as needed. This budget can also be used to cover unanticipated issues, the watershed tour, questions and other items that arise during the year.

Water Quality & Monitoring, Line 10: \$63,000 is budgeted including \$21,000 for detailed monitoring (every 4 years) of Westwood Lake. The program includes monitoring one location at Westwood Lake on six occasions for selected parameters (total phosphorus, soluble reactive phosphorus, total nitrogen, pH and chlorophyll *a*), sample analysis, phytoplankton and zooplankton collection and analysis, an aquatic plant survey (two occasions), and preparation of a final report; \$32,000 for the biotic index monitoring, which includes additional tasks in response to Commissioners' March 21, 2013 questions/comments; and \$10,000 for general water quality tasks and city water quality requests (e.g., questions about TMDLs, impaired waters listings, and responding to proposed listings).

Water Quantity, Line 11: \$11,500 is budgeted for work associated with the Commission's lake and stream level gauging program. Readings from this program have been valuable to member communities for planning future development and as documentation of the response of surface waters to precipitation events or droughts. The program also includes periodic surveys of benchmarks to ensure consistency with past readings.

- The 2015 lake gauging program will consist of measuring water levels on Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane Lake (Ridgedale Pond), and Northwood Lake. The Bassett Creek Park Pond and Wirth Park storage areas will also be included for monitoring. Two readings per month will be taken during the period April 1, 2015 through September 30, 2015. One reading per month will be taken during the period October 1, 2015 through March 31, 2016.
- The 2015 stream gauging program will consist of periodically reading stages, or gauging the stream, at the new tunnel entrance, at the Theodore Wirth Park/T.H. 55 outlet structure, at Highway 100 (main stem), at Wisconsin Avenue, at Sweeney Lake, at Medicine Lake outlet, at Winnetka Avenue (north branch), at 26th Avenue (Plymouth Creek fish barrier), and at other selected locations during periods of high flow.

Watershed Inspections, Line 13, \$1,000: The TAC and Budget Committee recommend ending the Commission's Watershed Inspection program in mid-2013 due to duplication with activities required by the member cities. Through this program, the Commission inspected (monthly) those developments that were reviewed through the Commission's project review program for appropriate sediment and erosion control measures. Inspection reports were sent to the cities. When the program began, cities were not required to inspect developments for erosion and sediment control measures. Now, the cities are required by the MPCA to make these inspections on a weekly basis. Some budget remains here to provide, as requested by the Commission, some oversight of city inspection activities (reports of inspections are available from each city), and for inspecting projects such as County highway and MnDOT projects.

Annual Flood Control Project Inspections, Line 14: \$10,000 is budgeted to perform regular inspections of flood control project features completed by the Commission between 1974 and 1996. The objective of the inspection program is to find and address erosion, settlement, sedimentation, and structural issues as well as looking for maintenance needs. In accordance with the Bassett Creek Flood Control Project Operation and Maintenance Manual (except as noted), the following project features require annual inspection:

Minneapolis:

- Conduit (Double Box Culvert) – inspect double box culvert every five years (2004, 2009, 2014, 2019 ...)
- Deep Tunnel – dewater and inspect tunnel every 20 years. This inspection was performed during 2008; the next inspection will be 2028
- Old Tunnel (not included in BCWMC inspection program)
- Open Channel

Golden Valley

- Highway 55 Control Structure & Ponding Area
- Golden Valley Country Club Embankment (Box Culvert, Overflow Weir, and downstream channel)
- Noble Avenue Crossing
- Regent Avenue Crossing
- Westbrook Road Crossing

- Wisconsin Avenue Crossing
- Minnaqua Drive Bridge Removal

Crystal

- Box Culvert and Channel Improvements (Markwood Area)
- Edgewood Embankment with Ponding
- Highway 100/Bassett Creek Park Pond
- 32nd Avenue Crossing
- Brunswick Avenue Crossing
- 34th Avenue Crossing
- Douglas Drive Crossing
- Georgia Avenue Crossing
- 36th-Hampshire Avenue Crossing
- Channel Improvements

Plymouth

- Medicine Lake Outlet Structure
- Plymouth Fish Barrier

Activities under this budget line item should be offset by a transfer from the long-term maintenance fund for flood control projects (see revenue table).

Municipal Plan Review, Line 15: \$2,000 is budgeted to review amendments to member cities' local water management plans and adjacent WMOs, for conformance with the BCWMC Watershed Management Plan.

Watershed Outlet Monitoring Program, Line 16: \$17,000 is budgeted to continue collecting water quality and quantity data at the WOMP station in cooperation with the Metropolitan Council. The Commission assumed water monitoring responsibility at this site in 2013. In 2013 and 2014, the Commission contracted with Wenck Associates to perform the monitoring (\$11,000). Barr continues to perform data management tasks including assistance with maintaining the rating curve for this site (\$6,000). The same is budgeted in 2015, assuming a similar contract for monitoring. Some of these costs are offset by an annual \$5,000 reimbursement from the Met Council (see revenue table).

PLANNING \$30,000, Lines 19-21:

In 2015, the Commission will complete its Next Generation Watershed Management Plan. Detailed discussions and multiple revisions to the draft policies section and the development of new water quality standards and triggers for developments and projects have resulted in the process being over budget for some tasks. The total estimated cost to complete the Plan is now approximately \$131,000 which has been spread over three years 2013 – 2015. There is a separate document (available upon request) detailing the tasks, budget, and timeline associated with Plan development. This line item does not include the Administrator's time spent on assisting with development of the Watershed Plan, nor the Commission Engineer's time spent at meetings that deal with the Plan.

There are currently no activities associated with watershed models planned for 2015.

ADMINISTRATION \$136,200

These items relate to the day-to-day non-technical operations of the Commission.

Administrator, Line 24: \$62,000 is budgeted and assumes 77 hours per month at \$67/hr of watershed administration activities to be performed through a contract with a consultant (such as Keystone Waters, LLC in 2014). This is a 3% increase from 2013 and 2014.

Legal, Line 25: \$18,500 is budgeted to cover routine legal services including attending Commission meetings, reviewing agendas, and developing or reviewing contracts.

Financial Management, Line 26: \$3,200 is budgeted to cover services provided by the Commission's Deputy Treasurer at the City of Golden Valley including preparing monthly financial reports and checks to vendors, coordinating with the auditor, and tracking and reporting expenses/revenues of various funds and capital projects.

Audit, Insurance and Bond, Line 27: \$15,500 is budgeted for the annual audit as required by State law, as well as liability insurance and bonding.

Convert Historic Paper Files to Electronic, Line 28: \$2,500. This is a new line item to cover the cost of converting the BCWMC historic paper files to electronic format to better preserve and track these documents.

Meeting Catering Expenses, Line 29: \$2,500 is budgeted to provide lunch or refreshments at Commission meetings. Catering expenses have gone down since Commission meetings were moved to mornings.

Admin Services, Line 30: \$32,000 is budgeted for the recording secretary, and printing, and postage. This line item is lower than previous years due to the Administrator taking on some of the tasks previously performed by the recording secretary.

OUTREACH and EDUCATION \$51,500

These items relate to outreach and education activities as outlined in the Commission's Education and Outreach Plan.

Publications/Annual Report, Line 33: \$4,000 is budgeted to develop and distribute the Commission's Annual Report, as required by State Rule (\$2,000) and an additional \$2,000 is included in 2015 for the recording secretary (or others) to write press releases, develop newsletters or newsletter articles and other publications to increase the awareness of the BCWMC and its activities and/or to educate the public.

Website, Line 34: \$12,000 is budgeted to maintain and update the Commission website (\$2,000). An additional \$10,000 is budgeted for a complete overhaul and redesign of the BCWMC website in 2015.

Demonstration/Education Grants, Line 35: \$0. This activity is currently suspended. A grant program may be a recommendation in the updated Watershed Management Plan.

Watershed Education Partnerships, Line 36: \$15,500 is budgeted to support the programs of partnering organizations including Metropolitan Council's Citizen Assisted Monitoring Program to support volunteer monitoring on watershed lakes (\$5,000, through annual contract), Hennepin County's River Watch Program to support high school students monitoring streams and creeks in the watershed (\$2,000, through two-year contract), Metro WaterShed Partners to support the MN Clean Water Campaign and other programming (\$3,500 contribution), Blue Thumb Program sponsorship (\$2,000 contribution), Metro Blooms to support raingarden workshops in the watershed (\$3,000 through Shingle Creek WMO as coordinator).

Education and Public Outreach, Line 37: \$17,000 is budgeted for administration and educational programs through the West Metro Water Alliance (WMWA) as well as funding for event space, display materials and maintenance, WQ survey & quiz, seed packets, and educational materials and other activities or supplies.

Public Communications, Line 38: \$3,000 is budgeted for public notices for Commission and committee meetings.

MAINTENANCE FUNDS \$50,000

Each year, funding is set aside in long-term funds to help offset the costs of larger, future projects.

Erosion/Sediment (Channel Maintenance), Line 41: \$25,000 for creek and stream bank erosion repair and sediment removal projects that are not funded as a channel restoration project through the BCWMC's Capital Improvement Program. The BCWMC Watershed Management Plan (Section 7.2.2) calls for the BCWMC to use the Creek and Streambank Trunk System Maintenance, Repair and Sediment Removal Fund to finance:

- Maintenance and repairs needed to restore a creek or streambank area to the designed flow rate.
- Work needed to restore a creek or streambank area that has either resulted in damage to a structure, or where structural damage is imminent, based on an assessment of benefits.
- Portion of a project that provides BCWMC benefits, including reduced potential for flooding, mitigation of water quality impairment, or minimizing the potential for water quality impairment.

- BCWMC's share of maintenance projects to be applied for by the cities that have a regional benefit, or to partially fund smaller, localized projects that cities wish to undertake.

Long-Term Maintenance (Flood Control Project), Line 42: \$25,000 to repair and maintain structures associated with the BCWMC Flood Control Project. The BCWMC Watershed Management Plan calls for annual assessments of \$25,000 to the fund, and for the fund balance to be maintained at (but not exceed) \$1 million. \$20,000 of this fund will be used to pay for flood control project inspections found in line 13.

TMDL WORK \$20,000

TMDL work includes collecting, summarizing and reporting data related to the implementation of TMDLs in the watershed. This work would also include and coincide with updates to the P8 model. Reports would be provided to member cities for submission to the MPCA. Approximately \$15,000 is budgeted for P8 updates and \$5,000 for reporting.

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 6A – Review Final Feasibility Study for 2015 Main Stem Restoration Project, Golden Valley (CIP CR2015)
BCWMC June 19, 2014 Meeting Agenda
Date: June 10, 2014
Project: 23270051 2014 630

6A Review Final Feasibility Study for 2015 Main Stem Restoration Project, Golden Valley (CIP CR2015)

Summary:

Proposed Work: 2015 Main Stem Restoration Project (CIP CR2015)

Basis for Commission Review: Final Feasibility Study Review

Change in Impervious Surface: N.A.

Recommendations:

- 1) Approve feasibility study, and
- 2) Direct staff to forward final feasibility study to Hennepin County Environmental Services

The 2015 Bassett Creek Main Stem Restoration project (CIP CR2015) is being funded by the BCWMC's ad valorem levy (via Hennepin County). The City of Golden Valley provided the draft feasibility study to the BCWMC Engineer for review, as directed by the Commission at their February 20, 2014 meeting. The city's consultant revised the draft feasibility study based on comments provided by the Commission Engineer and provided the final draft of the feasibility study to the Commission Engineer for review.

Feasibility Study Summary

The City of Golden Valley's Draft 2015 Bassett Creek Main Stem Restoration Project Feasibility Report (WSB, June 10, 2014) examines the feasibility of restoring sites along the 9,500-foot reach of the creek from 10th Avenue North and Rhode Island Avenue North. The city's consultant (WSB) identified 29 sites where bank erosion, bank failure, and infrastructure repairs were needed, in addition to removal of debris, fallen trees, gabion baskets, and block walls.

This reach of the Main Stem is included in the Commission's 2009 Resource Management Plan (RMP). The goal of the RMP was to streamline the US Army Corps of Engineers (USACE) permitting process. The feasibility report notes that the USACE was consulted and that the report follows the protocols developed by the Commission and the USACE for projects included in the RMP. The feasibility report incorporates

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 6A – Review Final Feasibility Study for 2015 Main Stem Restoration Project, Golden Valley (CIP CR2015)
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the results of a wetland delineation and functional assessment, a reconnaissance-level survey of cultural and historical resources, and a Phase I environmental assessment.

The feasibility report identifies two restoration design options for the project: 1) a bioengineering (or soft armoring) approach that uses techniques that rely primarily on vegetation, and 2) a more structural (or hard armoring) approach that uses rock and other non-vegetative materials. The feasibility report estimates that the bioengineering/soft armoring approach would require the removal of approximately 800 trees, while the more structural/hard armoring approach would require the removal of approximately 400 trees. A combination of these two options has been preliminarily selected as a preferred option in many of the restoration areas.

The feasibility report includes the following stream stabilization techniques: slope shaping, biologs, biologs with fieldstone, live fascines (dormant willow and dogwood cuttings), vegetated reinforced slope stabilization (VRSS), root wads, live stakes, rock vanes, fieldstone riprap, and fieldstone boulder.

The following text, quoted from the feasibility report, provides the approach the city will use in selecting the design option for each particular site:

The selection of the best option for a given stream reach will be based on a number of factors including but not limited to; ease of and ability to obtain access for installation and future maintenance, slope of creek bank, presence of mature trees in the area and need to remove trees, exposure of creek bank to sunlight, velocity of flow in channel reach, and property owners' preferences for type of treatment.

Since selection of the type of treatment used in a given area, will need the support of the property owner, the City will need to finalize the design approach as a collaborative effort with the property owner. At this time, based on our review of the feasible options available and input from a number of property owners that attended a public informational meeting on the project, it is anticipated that either the vegetative or hybrid option would be selected for most areas of the channel requiring stabilization work.

The estimated cost to complete all of the work identified in the feasibility report is \$1,320,000 to \$1,660,000. The report notes that the Commission has \$1,000,000 available for the project; the project scope will be refined as the project progresses to meet the level of funding provided.

The feasibility report estimates that the implementation of the project would reduce the total phosphorus load by 60 – 100 pounds per year and the total suspended sediment load by 140,000 – 200,000 pounds per year. Assuming an average of 30 pounds per year of total phosphorus removal over 30 years, the feasibility report estimates the annualized cost per pound of phosphorus removal to be \$1,100 to \$2,200.

The feasibility report includes information about the project's required permits/approvals:

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 6A – Review Final Feasibility Study for 2015 Main Stem Restoration Project, Golden Valley (CIP CR2015)
Date: June 10, 2014
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Project: 23270051 2014 630

- 1) Clean Water Act Section 404 permit from the USACE, or Letter of Permission under a General Permit, and Section 401 certification from the Minnesota Pollution Control Agency (MPCA)
- 2) Compliance with the Minnesota Wetland Conservation Act
- 3) Public Waters Work Permit from the Minnesota Department of Natural Resources. The proposed project should also follow the MPCA's guidance document for managing dredged materials, if applicable.
- 4) City of Golden Valley Stormwater Permit
- 5) City of Golden Valley Right-Of-Way Permit

Recommendations

The Commission Engineer recommends the Commission consider:

- 1) Approving feasibility study, and
- 2) Directing staff to forward final feasibility study to Hennepin County Environmental Services
- 2) Direct staff to forward final feasibility study to Hennepin County Environmental Services

Item 6A.
BCWMC 6-19-14

Wants to participate	Hard	Soft	Access			4/24/2014 Open House Comments on Cards
y						Yes I am interested in having the streambank stabilized. My house is adjacent to the creek and I've noticed the bank has erosion problems. I appreciate this open house opportunity!
y	y					We would prefer the hard armoring method to preserve creek viewing; sta 1+50 ?? Remove tree??
y	y	y	y			Yes but undecided at this point. I will look at the root wads where the creek crosses Highway 100. May be open to letting you access through my yard.
y		y				North Bank - next to GVCC: A little erosion at the golf course - fence. We prefer to keep any solution natural. Call us to discuss possible access to the creek through our drive.
y	y					Sta 45 to Sta 46 is marked "stabilized" on the south side of the creek there are no rocks so this is not correctly classified. When you do restoration project please include Sta 45 to Sta 46. We had a cottonwood tree collapse in a storm and the ground is vulnerable and could stand some support. We are interested in the hard armoring solution. In the future we would also like to bridge the gap between our property over the creek. [[Second card]]: Very interested, but want to point out that the plans we saw Thursday night incorrectly noted that both sides already were stabilized. The side of the bank has been eroding and is now causing minor flooding because of previous storm damage and erosion. Can you please adjust the plans to include the stream on the south side of the property?
y						Yes I am interested. It is not my property but I am concerned about the proposal to remove 60 to 140 trees just east of Florida. That is a pretty wooded area, also providing habitat for birds. Creeks do run through wooded areas without issues all over MN. Why would it be necessary to clear cut those woods? If the owners are willing, can't they be preserved somehow?
y						Project looks great. Very interested in having it stabilized
y	y	y				Yes, I am extremely interested in having the Honeywell/Bassett creek culvert replaced and all of the lost property put back through a combination of large boulders and foliage with a tapered bank.
y						Good plan - I like the approach being taken
y	y					Particularly concerned about creek erosion in 1640 Constance back yard. If I want to add rock to the creek bank in my back yard, what is the process?
y						Plans look great!!
y						Yes, we would like to work with you and discuss which options are best. We have an oak tree we would like to keep, otherwise we are open to whatever will work best
y	y		y			Especially the SW corner which has eroded into my property by 5 feet during past year. I looked at the soft and hard options of bank stabilization. I believe the hard option with larger boulders is best to resist erosion in this corner. I will be happy to allow access across my property for this work to be done.
				Phone call	4/24/2014	doesn't think rocks will work because kids roll them into the creek



Bassett Creek Watershed Management Commission

MEMO

Date: June 10, 2014
From: Laura Jester, Administrator
To: BCWMC Commissioners
RE: **Timeline and Status of 2016 CIP Projects**

Bryn Mawr Meadows Water Quality Improvement Site, Minneapolis (CIP BC-5)

This project was recommended in the Bassett Creek Main Stem Watershed Management Plan (2000) and was to consist of constructing a new stormwater BMP in Bryn Mawr Park. Before developing a work scope for a feasibility study for the project, the Commission Engineer met on-site with City of Minneapolis staff and Minneapolis Park and Recreation Board (MPRB) staff to discuss potential options. Based on that site visit, the Commission Engineer's review of stormwater and watershed information, and subsequent discussions, the City of Minneapolis decided not to pursue a project at this location at this time due to issues with current site constraints including no good location for the project that would not interfere with park use, minimal treatment that could be provided in the available space, and the upcoming MPRB master planning process for the park. The City of Minneapolis requests that the project not be implemented in 2016, hence no feasibility study will be required at this time. However, the City would like to defer the project to a later year because the MPRB master plan's rearrangement of park features will include identification of areas where untreated stormwater runoff can be addressed. Once identified, the city hopes to bring a new project idea to the TAC for consideration to be added to the Commission's 2017 – 2021 CIP. It is likely that the project cost will be higher than the \$160,000 slated for the original project.

Honeywell Pond Expansion, Douglas Drive and Duluth Street, Golden Valley (CIP BC-4)

This project was identified in the Bassett Creek Main Stem Watershed Management Plan (2000) and was planned to coincide with the city's reconstruction of Douglas Drive. The project includes storm water quantity and water quality improvements that will maximize the rate control and water quality benefits provided by the existing ponding area. The project will remove an estimated 36 pounds of phosphorus per year from this area which is tributary to Bassett Creek.

Golden Valley is requesting that the Douglas Drive reconstruction project and this project be bid and constructed together. The Douglas Drive reconstruction project is a county/federal project being designed by WSB which will be bid in February 2016. The design plans must be completed by June 1, 2015 – well ahead of the normal timeframe for a 2016 CIP project. Therefore, the city is requesting an accelerated CIP timeline for this project (see the table on next page). In order to adhere to this schedule, a Major Plan Amendment would need to be ordered this fall.

Table 1. Proposed accelerated timeline compared to normal timeline

Normal BCWMC timeline		Action	Accelerated Timeline		
April	2014	Approve CIP	April		2014
May	2014	Authorize Feasibility report	June	19th	2014
December	2014	Review draft Feas report/Start Major Plan Amendment Process	September	18th	2014
		Commission approves response to comments on Plan Amend	November	20th	2014
March	2015	Pub Hearing - Plan amendment/ Approve feasibility study	December	18th	2014
September	2015	Adopt plan amend/ order project/set max levy	January	15th	2015
Jan-June	2016	Design plans	March-May		2015
July	2016	City Council approval	December		2015
August-Sept	2016	Advertise for bids	February		2016
October	2016	City council award contract	March		2016
November-Dec	2016	Construction	Summer-Fall		2016

Northwood Lake Improvement Projects (CIP NL-1)

At the May 15, 2014 meeting, the Commission approved an agreement with the city of New Hope for their consultant, Stantec, to develop a feasibility study for this project. City staff and Stantec have indicated they could have a draft feasibility study ready for the September Commission meeting in order to align with the accelerated timeline above through the Plan Amendment Process. Hence, both projects would be combined into one Plan Amendment process.

Recommendation: In order to most efficiently bid, design and construct the Honeywell Pond Expansion Project (BC-4) to coincide with road construction in the area, staff recommends the Commission approve the accelerated timeline noted in Table 1 for the 2016 CIP projects in Golden Valley (BC-4) and New Hope (NL-1).

**COOPERATIVE AGREEMENT
FOR
PREPARATION OF A FEASIBILITY REPORT FOR THE
HONEYWELL POND EXPANSION – DOUGLAS DRIVE AND DULUTH STREET –
PROJECT BC-4**

This Agreement is made as of this ____ day of _____, 2014, by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (hereinafter the “Commission”), and the City of Golden Valley, a Minnesota municipal corporation (hereinafter the “City”).

WITNESSETH:

WHEREAS, the Commission adopted the Bassett Creek Watershed Management Commission Water Management Plan, July 2004 on September 16, 2004 (the “Plan”), a watershed management plan within the meaning of Minn. Stat. § 103B.231; and

WHEREAS, the Plan, as amended, includes in the Commission’s Capital Improvement Program (“CIP”) a Project referred to as Honeywell Pond Expansion – Douglas Drive and Duluth Street – Project BC-4 (the “Project”); and

WHEREAS, the Joint Powers Agreement for the Commission requires the preparation of a feasibility report for projects in its CIP; and

WHEREAS, the City is willing to prepare a feasibility report for the Project on the terms and conditions hereinafter set forth.

NOW, THEREFORE, ON THE BASIS OF THE PREMISES AND MUTUAL COVENANTS HEREINAFTER SET FORTH, THE PARTIES AGREE AS FOLLOWS:

1. The Project will consist of expansion of the existing Honeywell Pond at Douglas Drive and Duluth Street – Project BC-4.
2. The City will prepare a feasibility report for the Project (the “Report”) in accordance with the Proposal of WSB & Associates attached as Attachment One.
3. The Commission will reimburse up to twenty nine thousand eight hundred dollars (\$29,800) of the cost of preparing the Report.
4. Reimbursement to the City will not exceed the amount specified in paragraph 3. Reimbursement will not exceed the costs and expenses incurred by the City for preparation of the Report, less any amounts the City receives for preparation of the Report as grants from other sources. All costs of preparing the Report incurred by the City in excess of such reimbursement shall be borne by the City or secured by the City from other sources.

5. All City books, records, documents, and accounting procedures related to the preparation of a Report are subject to examination by the Commission.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on behalf of the parties as of the day and date first above written.

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

By: _____
Its Chair

And by: _____
Its Secretary

CITY OF GOLDEN VALLEY

By: _____
Its Mayor

And by: _____
Its Manager



June 2, 2014

Mr. Jeff Oliver
City of Golden Valley
7800 Golden Valley Road
Golden Valley, MN 55427

Re: Honeywell Pond Enhancement/Improvement Project Feasibility Report Work Plan

Dear Mr. Oliver:

We are pleased to submit to you a scope of work to provide professional services necessary to develop a feasibility report for the Honeywell Pond Enhancement/Improvement Project. Our Scope of Services and schedule to complete this project are as follows:

SCOPE OF SERVICES

Task 1: Gather Background Information

Estimated Cost: \$5,400

- Meet with Stakeholders, complete site inspection,
- Develop photographic record for area.
- Gather existing GIS, survey, aerial mapping, wetland delineations, and other relevant data for site.
- Complete wetland Delineation, and MnRam or other suitable functions and values assessment of area.

Task 2: Complete Review and Analysis of Background Data

Estimated Cost: \$6,500

- The background data that is gathered as part of **task 1**, , along with previously completed water quality and related evaluations for purpose of identifying options and alternatives to expand functions and values of pond.
- Meet with Stakeholders to informally discuss options, obtain feedback.

Task 3: Evaluate Benefits and Costs for Alternatives

Estimated Cost: \$7,100

- Complete technical analyses as needed to evaluate Alternatives, Benefits and Costs.
- Develop information as needed on alternative designs, construction techniques, unique general and special conditions, etc.
- Develop preliminary quantity take off and cost estimate for each alternative.
- Review information with Property Owner, City, Watershed Commission, and other stakeholders to obtain further input.

Task 4: Evaluate regulatory/permit issues associated with Alternatives

Estimated Cost: \$4,300

- Develop information as needed to evaluate and assess the ability of each alternative to meet regulatory requirements of the DNR, Bassett Creek Watershed Commission, Wetland Conservation Act, Corp of Engineers, or other applicable regulatory agency rules.
- Meet with agencies/stakeholders to obtain feedback and further assess the permitting/mitigation considerations associated implementation of the alternatives identified.

Task 5: Prepare Draft/Final Feasibility Report.

Estimated Cost: \$6,500

- Upon Completion of the above tasks, a Draft feasibility report will be prepared that includes the components outlined in the document "Feasibility Study Criteria" approved October 17th, 2013 by the Bassett Creek Watershed Management Commission.
- Draft report will be submitted to City and Bassett Creek Staff for comments, based on comments, appropriate changes will be made, and a final plan will be completed and forwarded to the City and Commission for approval.

COST ESTIMATE

We propose to complete the tasks outlined above on an hourly reimbursable basis, at an estimated cost of \$29,800 as outlined above.

Mr. Jeff Oliver
May 5, 2014
Page 3

SCHEDULE

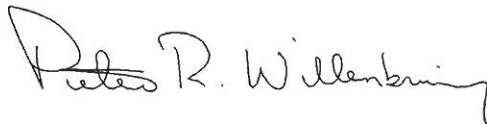
The following schedule defining dates for task completion is based on authorization to proceed by June 19, 2014 and that permitting agencies will be able to meet the schedule.

Notice to Proceed	June 2014
Gather Background Data.....	July 2014
Review and Analysis.....	August 2014
Draft Feasibility Report	September 2014
Final Feasibility Report.....	December 2014

We appreciate the opportunity to provide you with this proposal and look forward to working with you on this project. If you have any questions, please contact me at 763-287-7188.

Sincerely,

WSB & Associates, Inc.



Vice President

Attachments

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Memorandum

To: Bassett Creek Watershed Management Commission
From: Technical Advisory Committee
Subject: June 5, 2014 Technical Advisory Committee Meeting
Date: June 10, 2014

The Technical Advisory Committee (TAC) met on June 5, 2014. The following TAC members, city representatives, BCWMC commissioners, and BCWMC staff attended the meeting:

City	TAC Members/Alternates	Other City Representatives
Crystal	Tom Mathisen	
Golden Valley	Jeff Oliver, Joe Fox	
Medicine Lake	Absent	
Minneapolis	Lois Eberhart	
Minnetonka	Liz Stout	
New Hope	Bob Paschke	
Plymouth	Derek Asche	
Robbinsdale	Richard McCoy	
St. Louis Park	Erick Francis	
BCWMC Staff & Others	Karen Chandler (Barr Engineering), Laura Jester (Administrator), Rachael Crabb (Minneapolis Park and Recreation Board (MPRB))	

Fox opened the meeting at 1:32 p.m. There were no communications by members to report.

The Technical Advisory Committee (TAC) forwards the following recommendations and information to the Commission for its consideration. This memorandum presents the TAC's recommendations and information relating to 1) proposed buffer standards for inclusion in the Next Generation Watershed Management Plan; 2) CIP process improvements; and 3) use of Channel Maintenance Funds by city of Golden Valley.

1. Discussion of Proposed Buffer Standards for Inclusion in the Next Generation Watershed Management Plan

Engineer Chandler provided an overview of the issue and reviewed previous discussions on the topic by the Plan Steering Committee. She reviewed a table showing current buffer standards in the BCWMC cities and adjacent organizations. Ms. Eberhart noted that buffers do not address runoff that is piped directly into the wetland, lake or stream through a storm sewer system, only overland surface flow to waterbodies. She also noted most of the land in the BCWMC in Minneapolis is on Minneapolis Park and Rec Board (MPRB) property, and MPRB does a good job of maintaining buffers wherever possible. Engineer Chandler noted the buffer requirements would only apply during development and significant redevelopment. There was discussion about the need for some exemptions to buffer requirements including recreational trails and other features. There was also discussion about the width of buffers needed to actually improve water quality and the other benefits of buffers including habitat and bank stabilization.

The group generally agreed that buffers on wetlands could be valuable but that buffers along creeks may be more challenging due to small lot sizes and buffers taking up too much of the lot, especially in residential areas. This could restrict the use of private land. Mr. Oliver noted that Golden Valley works to get at least 10-ft buffers on lakes and streams and that although the individual water quality benefit isn't high, every little bit helps.

Additional comments on buffers included the fact that Plymouth has a buffer policy for wetlands but it doesn't apply to lakes or streams. Mr. Asche indicated he supports the idea of stream buffers and reported that Plymouth homeowners completed 36 shoreline restorations through a previous grant program. Ms. Stout reported that Minnetonka attempted to require buffers on lakes but due to public outcry decided not to move forward with the requirements. TAC members indicated overall support for buffers if some flexibility was incorporated. TAC members noted buffer maintenance may be an issue for individual homeowners.

There was discussion about using buffers as a water quality treatment option in the MIDS process and about using the same triggers as in MIDS for buffer requirements. There was also discussion about the DNR's draft buffer rule in cities and how buffers are difficult to enforce. The group also considered an idea to simply encourage buffers and perhaps provide technical and financial assistance to homeowners or developers who install them. [Mr. Mathisen and Mr. Paschke depart the meeting.]

Ultimately, the group agreed to 1) recommend the wetland buffers proposed in the Commission Engineer's February 4, 2014 memo; 2) recommend a 10-foot minimum buffer on streams, along with a certain limit similar to the Minnehaha Creek WD language on buffer limitations for a certain percentage of distance between structures and the creek; and 3) recommend encouraging (rather than enforcing) lake buffers at this time. The group also agreed the Commission should include exemptions for public recreational uses and should include a policy requiring cities to adopt DNR shoreland rules when they are finalized. The group discussed but did not develop a recommendation for the definition of a wetland buffer – i.e., what types of vegetation would be required or allowed in the buffer. The group did not discuss what type of activities would be allowed in a buffer area.

Recommendations

The TAC recommends to the Plan Steering Committee the following buffer policies for the Next Generation Watershed Management Plan

1. Buffer widths for wetlands:
 - o An average of 75 feet and minimum of 50 feet from the edge of wetlands classified as Preserve
 - o An average of 50 feet and minimum of 30 feet from the edge of wetlands classified as Manage 1
 - o An average of 25 feet and minimum of 15 feet from the edge of wetlands classified as Manage 2 or Manage 3
 - o An exemption for public recreational amenities such as access for a width of up to 20 feet, or trails
2. Buffer widths for streams/creeks:
 - o A minimum of 10 feet from the ordinary high water level of priority streams or 25% of the distance between the ordinary high water level and an existing structure (such as a residence), whichever is less.
 - o An exemption for public recreational amenities, such as access to a waterbody (width of up to 20 feet), or trails.
3. Buffers for priority lakes:
 - o The BCWMC will encourage the use of buffers and may develop a grants program to further promote their installation.
4. Cities within the BCWMC shall adopt State buffer and/or shoreland management requirements for public waters in incorporated areas if and when they are finalized.

5. Buffer requirements would be triggered by the same thresholds as the MIDS water quality standards for new and redevelopment.

2. CIP Process Improvement – Reporting Progress and Outcomes to the Commission

Administrator Jester noted several areas where she believed the CIP process should be improved in order to provide more opportunities for Commission involvement in choosing potential CIP projects and tracking the progress of the CIP projects. Her list included: 1) asking Commissioners for assistance with identifying potential CIP projects needed in their cities and throughout the watershed; 2) requesting that Commissioners attend public meetings or open houses on CIP projects in their cities to hear citizen concerns directly; 3) encouraging Commissioners to visit CIP sites in their cities before, during and after project implementation; 4) providing monthly updates on all ongoing CIP projects in the Administrator's Report; 5) updating CIP webpages online with latest developments; 6) having city staff provide brief updates on projects during construction; and 7) having city staff provide a brief written report with photos, successes, lessons learned, etc. after project completion. She noted that additional improvements had been made to the CIP process last year and earlier this year to provide for 1) the Commission Engineer to review and comment on CIP project feasibility studies; and 2) Commission Engineer involvement during the design phase including discussions with city consultants.

The group discussed the fact that additional Commission involvement in CIP projects means less funding is available for actual project construction. The group agreed that lengthy reporting requirements would be onerous on already-busy city staff. Administrator Jester noted that most of the tasks listed above were for her and Commissioners to perform. The group agreed it would be too costly for the Commission Engineer to provide a final report on CIP projects as they would have to be involved with construction oversight and would have to review as-built records and perform in-field inspections, etc. The group agreed it would be more appropriate for city staff or their consultants to provide reports to the Commission at key points in the CIP process, during construction (and/or reimbursement requests), and upon projection completion.

Recommendations

- The TAC recommends to the Commission that city staff and/or their consultants provide periodic updates to the Commission at key points in CIP project implementation, such as construction start dates, construction progress, etc., including when reimbursements from the Commission are requested.
- The TAC recommends to the Commission that city staff and/or their consultants provide a brief written final report after CIP project completion that includes project description and benefits, project successes, total costs (including in-direct costs), photos, dates of milestones, and lessons learned.

3. Request from Golden Valley for Use of Channel Maintenance Funds

Mr. Fox distributed photos of and described a private residence in Golden Valley with severely eroding streambanks on the Main Stem of Bassett Creek (outside the areas of the current or past restoration projects). He noted a next-door neighbor with similar conditions. The City of Golden Valley is requesting the use of the Commission's Channel Maintenance Funds to help fund stabilization projects in these areas. Engineer Chandler noted that certain cities have access to Channel Maintenance Funds for these types of projects and that Golden Valley's current allocation of those funds is approximately \$130,000.

To: Bassett Creek Watershed Management Committee
From: Technical Advisory Committee
Subject: June 5, 2014 Technical Advisory Committee Meeting
Date: June 9, 2014
Page: 4

Recommendations

- The TAC recommends to the Commission that Golden Valley move forward with stabilization projects in these areas with the use of up to \$90,000 of BCWMC Channel Maintenance Funds.

The TAC meeting adjourned at 3:30 p.m.

Future TAC Meeting agenda items:

1. Developing guidelines for annualized costs per pound pollutant removal for future CIP projects
2. Stream identification signs at road crossings
3. Blue Star Award for cities
4. Look into implementing "phosphorus-budgeting" in the watershed – allow "x" pounds of TP/acre.
5. Discuss issues/topics arising from Next Generation Plan process.



Bassett Creek Watershed Management Commission

Next Generation Plan Steering Committee Meeting Notes

4:30 p.m ~ Monday March 24, 2014
Golden Valley City Hall

Attendees: Committee Chair Linda Loomis; Commissioner Clint Carlson; Alternate Commissioners Pat Crough and Dave Tobelmann; TAC members Joe Fox and Jeff Oliver; Engineer Karen Chandler; Administrator Laura Jester

1. Call Meeting to Order

Chair Loomis called the meeting to order at approximately 4:35 p.m.

2. Approve Meeting Notes from March 10, 2014 Plan Steering Committee Meeting

There were no suggested changes to the notes from the March 10, 2014 meeting. Consensus to accept the notes as presented.

**3. Review Policies (as needed) on Water Quality, Flooding and Rate Control, and Groundwater;
Discuss Draft Buffer Policy**

Before discussion began on these policies, Chair Loomis commented on the Committee's recommendation (from the March 10th meeting) that the Commission use the Minimal Impact Design Standards (MIDS) as the new Commission water quality standards and triggers. She noted that she had heard from a different engineering firm that using MIDS could help to standardize rules among watersheds but that it may result in over-engineering some projects. Engineer Chandler noted that the flexible treatment options offered in MIDS would likely discourage over-engineering.

Discussion followed on particular policies that were revised per prior Committee discussion and decisions:

#6: Needs discussion at the Commission workshop

#13: Chair Loomis asked Mr. Oliver about the appropriateness of using MIDS as the Commission standards and triggers. Mr. Oliver noted that he had not used MIDS but the flexible treatment options should allow it to work in Golden Valley.

#18: Engineer Chandler summarized the memo in the meeting materials that contained a draft policy on buffers and the reasoning behind the policy, including what is currently required by cities. She noted the policy would not be retroactive and would only be enforced during new development or significant redevelopment. There was a lengthy discussion on buffers including how different wetlands are classified and the fact that many lots in Golden Valley might become undevelopable because they would not be able to meet buffer requirements. There was discussion about possibly

excluding single family residences from the buffer policy, but that would lead to lost opportunities for making improvements along waterbodies. The group wondered how many wetlands were classified as "preserve" throughout the watershed. It was acknowledged that a buffer policy has broad implications. The group recommended a maximum buffer width of 50 ft. but also decided the TAC should discuss a possible buffer policy. Allowable practices within a buffer would also need to be addressed in a buffer policy.

#25: Dependent on outcome of Commission workshop

#31 - #34: Needs discussion by TAC and this committee on the results of the Flood Control Project Study

#44 - #45: Dependent on outcome of Commission workshop

#72: There was some discussion and some confusion about the wording of the policy. The policy should be re-written to clearly indicate the Commission will not, itself, lead or develop a plan to manage groundwater. But, rather, the Commission will collaborate with other entities if such an endeavor is undertaken by others. Staff will determine if this policy should be discussed at the Commission workshop.

4. Consider Erosion and Sediment Control Standards and Triggers

Engineer Chandler briefly summarized the memo regarding the Commission's current erosion and sediment control standards and triggers. She indicated the Commission Engineer does not recommend changing the standards. Mr. Oliver noted he thought the current Commission standards and triggers are working well. There was little discussion. The topic should be discussed at a Commission workshop.

5. Review Draft Goal Related to Ditches

Administrator Jester distributed a draft goal on ditches: "Manage public ditches as streams; in the same manner as non-ditch sections of the Bassett Creek Main Stem and tributaries." The group briefly discussed and recommended the following goal modified from the 2004 ditch goal: "Manage public ditches in a manner that recognizes their current use as urban drainage systems and as altered natural waterways." This draft goal will be forwarded to the Commission for discussion at the workshop. Administrator Jester should ask BWSR staff about appropriate ditch policies.

6. Develop Commission Workshop Agenda

The group discussed agenda items, order of items, materials and presentations needed and how draft policies would be presented at the workshop.

The meeting adjourned at approximately 6:30 p.m. The next committee meeting is scheduled for Monday April 21, 2014 at 4:30 p.m.



Bassett Creek Watershed Management Commission

Next Generation Plan Steering Committee Meeting Notes

4:30 p.m. ~ Monday April 21, 2014
Golden Valley City Hall

Attendees: Committee Chair Linda Loomis; Commissioners Clint Carlson, Ginny Black, Michael Welch; Alternate Commissioner Lisa Goddard; TAC members Liz Stout, Joe Fox, Derek Asche, Lois Eberhart, Chris Long; Engineer Karen Chandler; Administrator Laura Jester

1. Call Meeting to Order

Chair Loomis called the meeting to order at 4:50 p.m.

2. Approve Meeting Notes from March 24, 2014 Plan Steering Committee Meeting

Approval of the minutes was set aside until the next meeting.

3. Review Updated Plan Budget

This item was set aside until later in the meeting.

4. Discuss Results of Commission Workshop and Refine/Discuss Some Policies

Discussion of Standards and Triggers:

Administrator Jester noted she had invited TAC members to this meeting in order to discuss and hopefully come to consensus on water quality standards and triggers. She reviewed the history of discussions and recommendations regarding standards and triggers and noted no consensus was reached at the workshop on the issue and more discussion with TAC members was sought. Engineer Chandler reviewed the Commission Engineer's recommendation to use the MIDS guidance as the Commission standards and triggers.

Ms. Eberhart noted that Minneapolis is under a different MS4 permit than the other watershed cities. She also noted that she was very involved with the development of MIDS and that MIDS was always considered a voluntary guidance for cities to use. She reported there are 3 parts to the MIDS guidance: standards, flexible treatment options, and a set of ordinances currently under development as a community assistance package. She also reported that according to the MPCA, using MIDS guidance will satisfy future non-degradation rules. Ms. Eberhart said while she agrees that much of the MIDS guidance will work in Minneapolis, there are parts she is uncomfortable using and she thought that working through the flexible treatment options would require too much engineering for some sites. She thought it was too rigorous of a process. She noted that in updating Chapter 54 of Minneapolis' stormwater rules; she plans to use much of MIDS but also hopes to create some shortcuts within the flexible treatment options. Ms. Eberart recommended that the Commission use the standards and triggers recommended by the TAC at their January 7th meeting.

Commissioner Welch noted the standards and triggers recommended by the TAC are equal to the State standards. He wondered why the Commission would bother imposing standards that are already in place. He noted that watershed organizations are governed by a separate set of state statutes and have the ability to impose standards more strict than state standards if it's appropriate for the watershed. He noted he works regularly with other watershed organizations that are considering using the MIDS standards and he has not heard of a developer having problems with infiltration standards.

Ms. Eberhart indicated the U.S. EPA does not require infiltration, but does require pollution reduction however it can be achieved. She noted that sometimes infiltration is the mechanism to reduce pollutants and sometimes it does not work. She would rather have the Commission standards focus on pollution reduction rather than infiltration.

Commissioner Black noted that the flexible treatment options within MIDS allow for other pollution reduction mechanisms if infiltration isn't appropriate at a given site. Mr. Asche indicated his support for the use of MIDS in the city of Plymouth but noted his understanding that Minneapolis is under a different MS4 permit. He indicated his support for MIDS because it levels the playing field among all Plymouth's watersheds, brings consistency, and addresses TMDLs. He noted that redevelopment is key to improving water quality and that CIP projects will not accomplish all the needed water quality improvements. Ms. Stout agreed with Mr. Asche in that she would like consistency among the different watershed organizations in Minnetonka. Mr. Carlson agreed with Mr. Asche for the city of Medicine Lake. Mr. Fox indicated he does not think the flexible treatment options would require too much engineering and he likes the idea that MIDS is already well vetted among many different stakeholder groups. Mr. Long indicated that the city of New Hope is opposed to using MIDS standards and he noted the city does not want increased regulation that might deter developers from the city. He also noted the city's Public Works Department especially objected to the linear project requirements. He noted the Public Works Department is already at maximum working capacity and acknowledged that Public Works staff had not discussed the possibility of using MIDS with the Community Development staff.

There was considerable discussion on how the Commission could include flexibility in local water plans, when and for what types of projects the Commission would review, and how the "maximum extent practicable" clause would be carried out. Alt. Commissioner Goddard noted that many parties come together to mutually discuss and agree on what is reasonable and practical on a site by site basis. Ms. Eberhart noted the cities are ultimately responsible and held accountable for determining maximum extent practicable. There was further discussion on the definitions within MIDS and the flexible treatment options.

Ultimately, there was consensus among those present (with the exception of the city of New Hope) that the Plan Steering Committee make the following recommendations to the full Commission.

Recommendations:

- The BCWMC Plan adopts the MIDS performance goals, triggers, and design sequence flow chart with flexible treatment options (FTOs)
- When/if the member cities adopt the MIDS goals, triggers and design sequence flow chart with FTOs (or an approved alternate to FTOs), the Commission would not review projects for conformance with the Commission's water quality treatment standards.

- If member cities choose not to adopt the MIDS goals, triggers and design sequence flow chart with FTOs (or an approved alternate to FTOs), and/or during the interim period before member cities adopt MIDS, the Commission will review projects for conformance with the Commission's water quality treatment standards.
- Even if all the member cities adopt MIDS, the Commission would continue to review projects that trigger other Commission reviews (e.g., work in the floodplain, work that affects water bodies, etc.)

The group noted that during the interim period, the Commission Engineer would need to be ready for the new process (MIDS review) and that there would likely be new costs associated with the new process.

Discussion of Policy #46 on Flooding and Rate Control:

The group discussed the policy as revised after the Commission Workshop. The 2004 Plan language regarding rate control in conformance with the Flood Control Project system was added back into the policy. There was discussion about whether or not to require cities to manage stormwater runoff so that future peak flow rates leaving development and redevelopment sites are equal to or less than existing rates. Ms. Eberhart thought this might be too onerous in some cases. There was discussion about requiring rate control at city boundaries and the need for rate control from area tributary to small channels to prevent erosion. Ultimately, there was consensus to leave the policy as presented here.

Review Updated Plan Budget (set aside from the beginning of the meeting)

Administrator Jester noted the Budget Committee needed a recommendation from the committee on funding needed in 2015 to complete the Plan. She provided a table with current and projected budget figures developed by the Commission Engineer. She noted that some items are over budget due to many in-depth discussions and items being sent to various committees. She noted that it's likely at least \$24,000 would be needed in 2015 to complete the Plan. The group agreed to recommend including \$30,000 in the 2015 budget.

The meeting adjourned at approximately 6:45 p.m. The next committee meeting is scheduled for Monday May 19, 2014 at 4:30 p.m.

Workshop-on-the-water

Building knowledge and skills of local leaders in plans, practice and policies.

July 23, 2014

Aboard the Queen of Excelsior

5:00—9:00 pm

ABOUT THIS WORKSHOP

Join us for a workshop on Lake Minnetonka that provides an opportunity for elected and appointed officials and community leaders to build their knowledge and provide skills that will assist them in making informed decisions for water resource protection and restoration. Although the program occurs on Lake Minnetonka, leaders from cities in the west metro region and the participating watersheds are invited and the content will be applicable to local community lakes and streams.

TOPICS—WHAT WILL PARTICIPANTS LEARN?

1. **Practices and policies for shorelines and streambanks; protection and restoration**
 - Actions for cities and local leaders.
 - Actions for private property owners.
2. **How do our lakes and streams work and are they healthy?**
 - What do their report cards say?
 - What are the pollutants of concern and why?
 - Land use and alterations adjacent to shorelines and streambanks and their unintended consequences.
3. **Creative solutions and availability of resources to prevent, minimize, and correct impacts.**
4. **Selecting practices to meet clean water goals across watersheds – collaborating across communities.**
5. **Networking with local leaders from more than 45 west metro communities and staff**

WHO SHOULD ATTEND?

Local elected and appointed officials such as city councils, city and county planning commissions, county commissioners, park board members, watershed district and organization board members, township boards and supervisors, and community and citizen leaders in the west metro region.

REGISTRATION—BY JULY 9TH

Space is limited. Dinner is included. There is no cost for the program, however your commitment to attend is appreciated. Interest will exceed workshop capacity.

REGISTER ONLINE AT

[HTTP://Z.UMN.EDU/LAKEMINNETONKA](http://z.umn.edu/lakeminnetonka)

QUESTIONS OR MORE INFORMATION CONTACT

John Bilotta at 612-624-7708 or bilot002@umn.edu or
Larisa Jenrich at 651-480-7732 or jenri001@umn.edu

Communities invited include:

Belle Plaine	Bloomington	Carver	Chanhassen	Chaska
Cologne	Crystal	Deephaven	Eden Prairie	Edina
Excelsior	Golden Valley	Greenwood	Hopkins	Independence
Laketown Township	Long Lake	Maple Plain	Mayer	Medina
Medicine Lake	Minneapolis	Minnetonka	Minnetonka Beach	Minnetrissa
Mound	New Germany	New Hope	Norwood Young America	Orono
Plymouth	Richfield	Robbinsdale	Shorewood	Spring Park
St. Bonifacius	St. Louis Park	Tonka Bay	Victoria	Waconia
Watertown	Wayzata	Woodland		

... and all the watershed management boards and advisory commissions from the West Metro region.

Workshops presented by University of Minnesota in cooperation with:

Bassett Creek Watershed Management Commission, Carver Water Management Organization, Minnehaha Creek Watershed District, Nine Mile Creek Watershed District and the Riley-Purgatory-Bluff Creek Watershed District



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Bassett Creek Watershed Management Commission

MEMO

Date: June 10, 2014
From: Laura Jester, Administrator
To: BCWMC Commissioners
RE: **Administrator's Report**

Aside from this month's meeting agenda items, the Commission Engineers, city staff, committee members, and I continue to work on the following Commission projects and issues.

CIP Projects

Main Stem Restoration Project, Golden Valley Rd. to Irving Ave. N., Minneapolis and Golden Valley (mostly Wirth Park) (2012CR): The Commission Engineer and I met with MPRB staff and their consultant, WSB on June 4th to discuss final plans, strategies for continuing to move through the permitting process, and how and when MPRB can submit bid packages for construction. Final design plans should be complete in the next two weeks and the Commission Engineer will perform an administrative review (per Commission action on 3/20/14). We are still hoping to begin construction this fall.

Schaper Pond Diversion Project, Golden Valley (SL-3): Golden Valley staff, the Commission Engineer, and I met last month to discuss the next steps with this project. We are scheduled to meet with the Commissioner of the MPCA, John Linc Stine on June 26th to discuss the project and its impact on the city's MS4 permit. The Commission Engineer is preparing materials for that meeting.

Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): The Commission Engineer will analyze water quality data as it becomes available in order to make a recommendation on whether or not to proceed with an alum treatment this fall.

Briarwood/Dawnview Water Quality Improvement Project, Golden Valley (BC-7): 90% Plans are being prepared by WSB. These will be sent to the Commission Engineer for review and will come before the Commission at the July meeting.

2015 Main Stem Restoration Project 10th Avenue to Duluth Street, Golden Valley (2015CR): See 6/19/14 agenda item 6A.

Other Projects

Major Plan Amendment: Any comments received during the 6/19/14 public hearing will be sent to the BWSR along with any comments received from Hennepin County. The Hennepin County Environment Committee meets on 6/17/14 to consider the proposed amendment ahead of the full County Board meeting on 6/24/14 where final action will be taken. The Commission Engineer and I will attend that meeting in case questions arise from the committee. The Board of Water and Soil Resources would have final Plan Amendment approval at their July or August Board meeting.

Watershed Map Project: The Education Committee met on June 4th to review the entire map and “info side of the map” and make final recommendations to Ted Hoshal and Hedberg for a final draft. After one final review by Commissioners and staff, the map should be ready for printing.

Sweeney Lake Educational Sign(s): Golden Valley staff continue to work with a graphic designer and the donor of the sign in order to include appropriate messages. There is likely to be two signs – one relaying information on how residents can help improve and protect water quality; the other on facts about algae.

CIP Process Improvement: This item is a high priority for me this year. At their meeting on June 5th, the TAC and staff discussed ways in which the Commission can provide input into CIP project selection, and ways in which the Commission can be more informed about the projects during implementation. City staff and the Administrator will offer status updates at key points during project implementation and a final report will be prepared after the project is complete. Additional communication avenues such as webpages and this Administrator’s memo will be used to keep the Commission informed as well. Project tracking software may also be used in the future. Additionally, it is acknowledged that CIP project selection should be driven by Commission goals and resource needs. Further refinement of project selection will be accomplished through the Next Gen Watershed Management Plan and other processes.

Next Generation Watershed Management Plan: I continue to help draft policies, coordinate Plan Steering Committee meetings, disseminate information, and track the project timeline. Plan Steering Committee meetings are scheduled for June 23, July 7, and July 28th. A Commission workshop to review all policies will be held in early to mid-August. We are hoping the draft Plan will be out for its initial 60-day review this fall.

NEMO workshops: The initial workshops on 5/8/14 and 5/14/14 were well received and well attended by local leaders from across the western metro area. There are two workshops remaining: July 23 (a floating workshop on Lake Minnetonka) and a bus tour workshop on September 25th. I continue to help plan for these workshops.

Develop “New Commissioner” materials: By the August meeting I will have a list of materials we have and materials we need to fully inform new Commissioners about the Commission, policies, programs, projects, staff, etc. Materials will be developed as needed and will likely be dovetailed into a new Commission website next year.

Commission Policies: As recently directed by the Administrative Services Committee, by the end of the year I will develop policies on records and data retention, public access to documents, and fiscal policies.