



Bassett Creek Watershed Management Commission

Regular Meeting
Thursday, September 15, 2022
8:30 – 11:00 a.m.
Council Conference Room
Golden Valley City Hall @ 7800 Golden Valley Rd.

MEETING AGENDA

1. CALL TO ORDER and ROLL CALL

2. **PUBLIC FORUM ON NON-AGENDA ITEMS** – *Members of the public 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, except for 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 (10 minutes)

- A. Approval of Minutes – August 18, 2022 Commission Meeting
- B. Acceptance of September 2022 Financial Report
- C. Approval of Payment of Invoices
 - i. Keystone Waters, LLC – August 2022 Administrative Services
 - ii. Keystone Waters, LLC – August 2022 Meeting Expenses
 - iii. Barr Engineering – August 2022 Engineering Services
 - iv. Kennedy & Graven – July 2022 Legal Services
 - v. Redpath – August 2022 Accounting Services
 - vi. Triple D Espresso – Meeting Catering
 - vii. Juan Del Valle Lopez – BCWMC Intern
 - viii. MMKR – 2021 Financial Audit
 - ix. Shaun Kennedy – Salt Symposium Registration Reimbursement
- D. Approval to Submit Comments on MAWD Draft Strategic Plan
- E. Approval of Amendment to Clean Water Fund Grant Agreement for Bryn Mawr Water Quality Project

5. BUSINESS

- A. Consider Approval of Scope and Budget for Additional Analysis of Issues for Watershed Management Plan (20 min)
- B. Receive Report on Salt Symposium and Awards to Minneapolis and Golden Valley (10 min)
- C. Consider Selection of Contractor and Awarding Contract for Sweeney Lake Alum Treatment (10 min)
- D. Consider Approving Scope and Budget for Study of Chloride Extraction/Dilution from Parkers Lake (20 min)

BREAK (at Chair's discretion)

- E. Consider Approval of Resolution 22-08 Certifying Final 2023 Levy to Hennepin County (15 min)
- F. Receive Report on One Water Summit (10 min)

6. COMMUNICATIONS (10 minutes)

- A. Administrator's Report
 - i. Volunteer Events September 25th
- B. Chair
- C. Commissioners
- D. TAC Members
 - i. Blue Green Algae in Winnetka Pond
 - ii. Medley Park Project Bid Results
 - iii. October 5th Meeting
- E. Committees
- F. Legal Counsel
- G. Engineer
 - i. Lagoon Dredging Project Update

7. INFORMATION ONLY (Information online only)

- A. BCWMC Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notices – Plymouth
- E. [News Story on Winnetka Pond Blue Green Algae](#)

8. ADJOURNMENT

Upcoming Meetings & Events

- Golden Valley Sustainability Fair: Sunday September 25th, 9:00 a.m. – 1:00 p.m., Golden Valley City Hall
- SEA School-Wildwood Flood Reduction Project Public Open House: Thursday, September 29th, 5:00 – 7:30 p.m., Brookview Golden Valley
- BCWMC Regular Meeting: Thursday October 20th, 8:30 a.m., Location TBD



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: September 7, 2022

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: **Background Information for 9/15/22 BCWMC Meeting**

1. **CALL TO ORDER and ROLL CALL**
2. **CITIZEN FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**
4. **CONSENT AGENDA**
 - A. Approval of Minutes – August 18, 2022 Commission Meeting- ACTION ITEM with attachment
 - B. Acceptance of September Financial Report - ACTION ITEM with attachment
 - C. Approval of Payment of Invoices - ACTION ITEM with attachments (online) – I reviewed the following invoices and recommend payment.
 - i. Keystone Waters, LLC – August 2022 Administrative Services
 - ii. Keystone Waters, LLC – August 2022 Meeting Expenses
 - iii. Barr Engineering – August 2022 Engineering Services
 - iv. Kennedy & Graven – July 2022 Legal Services
 - v. Redpath – August 2022 Accounting Services
 - vi. Triple D Espresso – Meeting Catering
 - vii. Juan Del Valle Lopez – BCWMC Intern
 - viii. MMKR – 2021 Financial Audit
 - ix. Shaun Kennedy – Salt Symposium Registration Reimbursement
 - D. Approval to Submit Comments on MAWD Draft Strategic Plan – ACTION ITEM with attachment –
The Minnesota Association of Watershed Districts’ Strategic Plan Committee recently completed a draft of a new strategic plan ([see item 5F from August meeting materials](#)). Boards of MAWD members are asked to review and provide comments on the draft plan. At the August meeting commissioners indicated they would provide comments to me by email. I was directed to compile comments and include on this month’s consent agenda. Please see the draft comment letter to MAWD attached which includes comments from Chair Cesnik, Commissioner Gwin-Lenth, and me. Staff recommends submitting the comments to MAWD.
 - E. Approval of Amendment to Clean Water Fund Grant Agreement for Bryn Mawr Water Quality Project – ACTION ITEM with attachment –
Staff recommends approving an amendment to the grant agreement for the Bryn Mawr Meadows Water Quality Improvement Project to extend the grant deadline to December 31, 2023.
5. **BUSINESS**
 - A. Consider Approval of Scope and Budget for Additional Analysis of Issues for Watershed Management Plan (20 min) – ACTION ITEM with attachment –
This item was tabled at the August meeting. At the meeting in July, the Commission reviewed results of the Plan Steering Committee workshop and directed staff to develop a scope and budget for additional analysis of certain challenging or emerging issues as included in Phase 2 of the [original Plan Update scope](#). The attached memo was slightly revised from the August meeting packet to add clarity on proposed committee work and deliverables included in this scope

as opposed to the overall Plan Update scope, and to adjust costs to reflect all in person meetings. Staff recommends approval and direction to begin work.

- B. Receive Report on Salt Symposium and Awards to Minneapolis and Golden Valley (10 min) – **INFORMATION ITEM no attachment** - This item was tabled at the August meeting. Chair Cesnik, Commissioner Harwell, Alternate Commissioner Kennedy and I attended the recent Salt Symposium. There was a large amount of good information presented and ideas for new chloride reduction practices. We will provide a verbal report on the highlights and takeaways. And - congratulations are in order for the cities of Minneapolis and Golden Valley on their Environmental Leadership Awards for salt reduction efforts!
- C. Consider Selection of Contractor and Awarding Contract for Sweeney Lake Alum Treatment (10 min) – **ACTION ITEM with attachment** – The [Sweeney Lake Water Quality Improvement Project](#) includes multiple activities including alum treatments to control phosphorus release from sediments. The second and final alum treatment is scheduled for this fall. Bids for the treatment were recently solicited. Please see documents attached with recommendations on awarding the contract.
- D. Consider Approving Scope and Budget for Study of Chloride Extraction/Dilution from Parkers Lake (20 min) – **ACTION ITEM with attachment** – At their meeting in May 2020, the Commission approved a feasibility study for the [Parkers Lake Chloride Reduction Project](#) and directed the City of Plymouth to develop recommendations on projects to reduce chlorides in Parkers Lake. At the July 2022 Commission meeting, Plymouth staff reviewed more [specific best management practices](#) for reducing chloride in Parkers Lake. The city was directed to bring back a scope of work for the Commission Engineer to perform an initial study of Parkers Lake to determine how practical in-lake removal could be. The attached scope and budget were developed with input and review by Plymouth staff. The CIP budget for chloride reduction in Parkers Lake is approximately \$300,000. Staff recommends approval of the recommendations laid out in the attached document.

BREAK (at Chair’s discretion)

- E. Consider Approval of Resolution 22-08 Certifying Final 2023 Levy to Hennepin County (15 min) – **ACTION ITEM with attachment** – At the meeting in June, the Commission set a maximum 2023 levy of \$2,207,000. Final 2023 levy figures are due to Hennepin County at the beginning of October. Staff recommends certifying a final levy of \$2,207,000 per the attached resolution. The attached memo outlines the expenses and income for the Bryn Mawr Project and shows the recommended levy amount per project through revisions to the CIP table.
- F. Receive Report on One Water Summit (10 min) – **INFORMATION ITEM no attachment** – As approved at the July Commission meeting, I will be attending the One Water Summit as part of the Met Council’s delegation next Tuesday and Wednesday (Sept 13 and 14). I will give a brief overview of the conference and key takeaways at this meeting.

6. COMMUNICATIONS (10 minutes)

- A. Administrator’s Report - **INFORMATION ITEM with attachment**
 - i. Volunteer Events September 25th
- B. Chair
- C. Commissioners

- D. TAC Members
 - i. Blue Green Algae in Winnetka Pond
 - ii. Medley Park Project Bid Results
 - iii. October 5th Meeting
- E. Committees
- F. Legal Counsel
- G. Engineer
 - i. Blue Green Algae in Northwood Lake

7. INFORMATION ONLY (Information online only)

- A. BCWMC Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
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8. ADJOURNMENT

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- BCWMC Regular Meeting: Thursday October 20th, 8:30 a.m., Location TBD



Item 4A.
BCWMC 9-15-22

Bassett Creek Watershed Management Commission

DRAFT Minutes of Regular Meeting Thursday, August 18, 2022 8:30 a.m.

Westwood Hills Nature Center
8300 W Franklin Ave, St Louis Park, MN 55426

1. CALL TO ORDER and ROLL CALL

On Thursday, August 18, 2022 at 8:34 a.m. Chair Cesnik brought the Bassett Creek Watershed Management Commission (Commission) to order.

Commissioners, city staff, and others present

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	<i>Absent</i>	Joan Hauer	Mark Ray
Golden Valley	Stacy Harwell	Jane McDonald Black	Drew Chirpich
Medicine Lake	Clint Carlson	Shaun Kennedy	<i>Absent</i>
Minneapolis	Michael Welch	<i>Absent</i>	<i>Absent</i>
Minnnetonka	<i>Absent</i>	<i>Vacant Position</i>	Leslie Yetka
New Hope	Jere Gwin-Lenth	<i>Absent</i>	Nick Macklem
Plymouth	Catherine Cesnik	<i>Absent</i>	Ben Scharenbroich
Robbinsdale	<i>Absent</i>	<i>Vacant Position</i>	Mike Sorenson, Richard McCoy
St. Louis Park	<i>Vacant Position</i>	<i>Absent</i>	Erick Francis
Administrator	Laura Jester, Keystone Waters		
Engineers	Karen Chandler and Stephanie Johnson, Barr Engineering		
Recording Secretary	<i>Absent</i>		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Presenters/ Guests/Public	Steve Christopher, MN Board of Water and Soil Resources; Juan Del Valle Lopez, BCWMC intern		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

No comments from the public were made.

3. APPROVAL OF AGENDA

Administrator Jester requested to move Item 5C to the first item of business.

MOTION: Commissioner Gwin-Lenth moved to approve the agenda with the change. Alternate Commissioner McDonald Black seconded the motion. The motion carried 6-0, with the cities of Robbinsdale, St. Louis Park, and Minnetonka, absent from the vote.

4. CONSENT AGENDA

The following items were approved as part of the consent agenda.

- Approval of Minutes – July 21, 2022 Commission Meeting
- Acceptance of August 2022 Financial Report
- Approval of Payment of Invoices
 - Keystone Waters, LLC – July 2022 Administrative Services
 - Keystone Waters, LLC – July 2022 Meeting Expenses
 - Barr Engineering – July 2022 Engineering Services
 - Kennedy & Graven – June 2022 Legal Services
 - Redpath – July 2022 Accounting Services
 - Stantec – WOMP Services
 - Triple D Espresso – Meeting Catering
 - Jan Voit – July Meeting Minutes
 - Metro Blooms – Local Match for Northside Outreach
 - Juan Del Valle Lopez – BCWMC Intern
- Approval to Support Renewal of Chloride Limited Liability Legislation Resolution for MAWD

MOTION: Alternate Commissioner McDonald Black moved to approve the consent agenda. Commissioner Gwin-Lenth seconded the motion. The motion carried 6-0, with the cities of Robbinsdale, St. Louis Park, and Minnetonka absent from the vote.

5. BUSINESS

Before moving into business, Administrator Jester noted that the agenda includes several requests for approval of funding for several different activities. She gave an overview of the general fund (gathered from assessments on member cities) vs. the Capital Improvement Program funds (gathered from taxes levied on properties in the watershed through Hennepin County). She noted that except for the Bryn Mawr Meadows Water Quality Improvement Project, funding was included in existing budgets.

[Commissioner Harwell arrives.]

C. Consider Approval to Construct Bryn Mawr Meadows Water Quality Improvement Project and Increase Budget for Engineering Services Related to Project

Administrator Jester reminded commissioners about the project location in Bryn Mawr Meadows Park and the partnership with the Minneapolis Park and Recreation Board (MPRB) and the City of Minneapolis to design and construct the project in conjunction with a MPRB project to redevelop the park.

Commission Engineer Johnson described the construction bids received; indicated that Minger Construction was the low bidder, and reviewed the items the bid did not include, such as construction contingency of 10%, work in the city’s right of way to be completed by city crews, additional seeding that was erroneously left out of the bid documents, and environmental contingency. She reported that the lowest bid plus the estimated cost of the additional items were \$162,000 over the approved \$1,593,000 BCWMC construction budget. Commissioner Welch wondered if the multiple outstanding questions posed in the memo would better be discussed at a special meeting. After discussion about process and timing, the Commission agreed to continue working toward a decision at this meeting rather than holding a special meeting.

Commission Engineer Johnson noted that \$30,000 of the \$162,000 accounted for inclusion of a different type of access structure, and associated engineering and necessary piles to support the structure, recently requested by the City of Minneapolis. During the discussion, Commission Engineer Johnson received a message from Minneapolis staff

indicating the structure wasn't needed after all. This resulted in lowering the budget shortfall from \$162,000 to \$132,000.

Attorney Anderson reviewed the reimbursement agreement between the Commission, MPRB, and the City of Minneapolis noting that three options existed in the event were costs higher than \$1,593,000: i) direct the parties to proceed and elect to reimburse the MPRB and/or the City of Minneapolis for any additional costs, as relevant to the cause of the overage; ii) direct that the scope of the Project be reduced such that the costs will not exceed the amounts allocated above; or (iii) eliminate the BCWMC project from the scope of the overall MPRB project altogether. He noted that options (ii) and (iii) aren't likely prudent at this time. Changing the scope of the project would cost even more engineering time and likely require the project to be re-bid. Cancelling the project altogether would result in the MPRB also cancelling their park redevelopment project as the MPRB's approval to award the construction contract was contingent on the BCWMC approving their water quality project.

Commission Engineer Johnson reviewed the uncertainties in geotechnical conditions and total amount of material to be hauled. She noted that the depth of piles is estimated in the design. The construction bid includes a unit cost for pile driving. Exact pile depths (and thus appropriate billing by construction firm) will be closely monitored by MPRB and Commission staff. This is one unknown where a budget "contingency" is needed. Environmental "contingency" funding is needed because it is possible that contaminated groundwater may be encountered requiring discharge to the sanitary sewer. Commissioner Welch noted these items should be classified as ongoing unknown costs rather than "contingencies."

There was discussion and acknowledgement that Minger Construction was the lowest bidder for the overall project (including park redevelopment and BCWMC water quality project), but not the lowest bidder if only looking at water quality project components. It was noted that the MPRB is awarding the construction contract and they are legally obligated to accept the lowest responsible bidder. There were comments that Minger Construction has a good reputation for this type of work. It was also noted that the partnership with MPRB is an overall cost savings; the water quality project would cost more if it wasn't combined with the park redevelopment project. Commission Attorney Anderson noted that negotiating specific construction line items was not allowed.

Commissioners asked if a contingency cap is needed. It was noted that the agreement with MPRB and Minneapolis includes a 3% contingency along with instructions on handling major and minor change orders. There was discussion about the 12-inch pipe under the park that will be relocated with BCWMC project funds. Commission Engineer Johnson noted that it wasn't clear during much of the design process that the pipe would need to be moved and that it would be a Commission cost. That work is now built into the BCWMC project budget.

MOTION: Commissioner Welch moved to authorize the Administrator to accept the proposal from the MPRB to award a contract for construction of the Commission's water quality improvement project in Bryn Mawr Meadows Park at a not to exceed construction budget of \$1,725,000 and to bring change order approval authority recommendations back to the Commission as deemed necessary. Commissioner Gwin-Lenth seconded the motion. The motion carried 6-0, with the cities of Robbinsdale, St. Louis Park, and Minnetonka absent from the vote.

[A 10-minute break was taken.]

[Commissioner Harwell departs the meeting.]

Commission Engineer Chandler then reviewed a request to increase the engineering services budget by \$77,000. (This total was lowered from the request for \$82,000 in the original memo due Minneapolis' removal of their request for a different type of access structure earlier in the meeting.) She reviewed several circumstances including a longer than expected design timeline, more complicated coordination with MPRB consultants, work related to the 12-inch pipe running under the park, and preparing alternative designs to lower costs – all of which required more time than originally budgeted. She also noted the need for additional environmental services related to the Response Action Plan and additional testing and additional time for overall project management.

There was discussion about lessons learned and ways to avoid similar scenarios in the future. Commission Engineer Chandler noted that in hindsight, funds should have been allocated for additional environmental and geotechnical

assessments. TAC member Scharenbroich noted that cities encounter these types of budget issues frequently; it's the nature of implementing large projects.

MOTION: Commissioner Welch moved to approve an additional \$77,000 for engineering services for a total not to exceed amount of \$260,000. Commissioner Carlson seconded the motion. The motion carried 6-0, with the cities of Robbinsdale, St. Louis Park, and Minnetonka absent from the vote.

[Commissioner Harwell returns to the meeting.]

A. Consider Approval of 2023 Operating Budget and City Assessments

Administrator Jester reported that the proposed 2023 operating budget and corresponding city assessments that were approved at the June meeting were submitted to all nine member cities for review and comment by August 1st. She reported that only one city provided comments: Minneapolis staff indicated they supported the budget and assessments. She recommended approval of the budget as approved in June and presented at this meeting.

MOTION: Commissioner Carlson moved to approve a total 2023 BCWMC Operating Budget of \$795,410 and city assessments as presented. Commissioner Gwin-Lenth seconded the motion. The motion carried 6-0, with the cities of Robbinsdale, St. Louis Park, and Minnetonka absent from the vote.

[Agenda items were taken out of order to make sure time sensitive items were addressed.]

E. Consider Approval of Feasibility Study Scopes for 2024 Capital Improvement Projects

- i. **Bassett Creek Main Stem Restoration Project - Regent Ave to Golden Valley Rd (2024-CRM)**
- ii. **Ponderosa Woods Stream Restoration Project (ML-22)**

Commission Engineer Chandler noted that the feasibility scopes and budgets included similar tasks but had very different budgets due to size of each project (section of Bassett Main Stem for potential restoration is 7,000 linear feet and is classified as a public water, while the Ponderosa Woods stream is not a public water and only measures 1,000 feet long). She noted that the scopes and budgets were reviewed by corresponding city staff (Golden Valley and Plymouth, respectively). TAC members Chirpich and Scharenbroich voiced support for the studies as presented. Engineer Chandler briefly walked through the elements of the studies.

Commissioner Welch asked Administrator Jester if she thought the Commission had the capacity to take on these CIP projects. Administrator Jester noted these projects are included in the approved CIP schedule and that the cities would be responsible for design and construction.

There was discussion about the private landownership in the project areas and the ability for the city to work within a utility easement or the possible need for easements from landowners.

MOTION: Commissioner Harwell moved to approve the scope and budget for the Bassett Creek Main Stem Restoration Project - Regent Ave to Golden Valley Rd (2024-CRM) feasibility study with not to exceed amount of \$85,500. Commissioner Welch seconded the motion. The motion carried 6-0, with the cities of Robbinsdale, St. Louis Park, and Minnetonka absent from the vote.

MOTION: Commissioner Gwin-Lenth moved to approve the scope and budget for the Ponderosa Woods Stream Restoration Project (ML-22) feasibility study with a not to exceed amount of \$43,800. Commissioner Carlson seconded the motion. The motion carried 6-0, with the cities of Robbinsdale, St. Louis Park, and Minnetonka absent from the vote.

D. Consider Recommendation to Provide Financial Support for Educator Position Shared with Hennepin County

Administrator Jester reported that the West Metro Water Alliance (WMWA) partners (which includes BCWMC) and the Watershed Based Implementation Funding convene partners have been working with Hennepin County to

create an outreach and education position at Hennepin County to be shared with WMWA and funded primarily through State grants through the Watershed Based Implementation Fund (WBIF) program. She noted that education programming is a consistent gap with the BCWMC and it has also been difficult to implement education programming in a timely manner through WMWA. WMWA uses only one part time educator (primarily for classroom visits); all other work is performed by watershed or city staff. She noted that she has long had the goal of replicating Washington County's successful East Metro Water Resources Education Program here in the west metro. She noted that ideally, the west metro educator would be an employee of a local government, rather than a contractor or consultant.

Administrator Jester reported that most of the funding for the shared position is already secured, including the use of \$44,000/year for two years in WBIF allocated to the BCWMC. She is requesting \$5,000/year for two years from the BCWMC's Education and Outreach fund. TAC member Ray indicated that Shingle Creek WMC is likely to provide more of their WBIF funds to the position which would remove the need for BCWMC funding.

There was discussion that an agreement of some type might be needed with the county. Steve Christopher with the MN Board of Water and Soil Resources confirmed that the county would hold the only grant agreement for WBIF funds.

Commissioner Welch indicated the shared position was a good idea but worried it might be difficult to direct the work of the county employee. Administrator Jester noted that WMWA partners would act as the advisory board to help direct their work and that an annual work plan would be developed and followed.

MOTION: Commissioner Welch moved to approve the use of up to \$5,000 per year for two years towards an educator position shared with Hennepin County. Commissioner Harwell seconded the motion. The motion carried 6-0, with the cities of Robbinsdale, St. Louis Park, and Minnetonka absent from the vote.

MOTION: Commissioner Carlson moved to table items 5B. (Consider Approval of Scope and Budget for Additional Analysis of Issues for Watershed Management Plan) and 5G (Receive Report on Salt Symposium and Awards to Minneapolis and Golden Valley) to the September BCWMC meeting. Commissioner Gwin-Lenth seconded the motion. The motion carried 6-0, with the cities of Robbinsdale, St. Louis Park, and Minnetonka absent from the vote.

F. Review and Consider Submitting Comments on MAWD Draft Strategic Plan

Administrator Jester reported that the Minnesota Association of Watershed Districts is seeking comments on its new draft strategic plan. Chair Cesnik indicated she would like to see more detail included in the document. Commissioner Welch, who participated on MAWD's Strategic Planning Committee, reported that there is ample time to submit comments and that the plan would be voted on at MAWD's annual meeting in December. He indicated support for the updated plan but reported that MAWD leadership is undergoing changes including the resignation of the executive director and MAWD Board chair. There was consensus that Administrator Jester should receive comments from commissioners and incorporate those with her own comments for inclusion on the September consent agenda.

6. COMMUNICATIONS

A. Administrative Report

Administrator Jester reminded commissioners that a tour of the Westwood Hills Nature Center would be given immediately following this meeting. She also asked about locations for future Commission meetings, noting the Plymouth Community Center would cost about \$100/month. There was consensus to try the Council Conference Room at Golden Valley City Hall for the September meeting.

Administrator Jester noted that the Clean Water Fund grant agreement would need to be extended for the Bryn Mawr Project. That should be on the September meeting agenda.

B. BCWMC Intern

Juan Del Valle Lopez gave an overview of the feedback received so far through the public input survey. It was also noted that today is his last day with the Commission. He thanked the Commission for the opportunity to work for them and learn about local government.

C. Chair

No report

D. Commissioners

Commissioner Gwin-Lenth reported on the blue green algae bloom in Northwood Lake and the subsequent press in the local paper and heard on Minnesota Public Radio. He noted the Commission did a great job of identifying the problem and informing the city and Friends of Northwood Lake. Administrator Jester noted the city communications staff quickly wrote an informative press release.

Commissioner Welch noted the recent Minnesota Supreme Court decision regarding appointments to watershed districts does not impact the BCWMC.

E. TAC Members

September meeting likely to be cancelled; Alternate Commissioner Hauer to be liaison, if needed.

F. Committees

No reports were given.

G. Legal Counsel

Commission Attorney Anderson reported on a meeting with MPRB staff regarding permitting and bidding for the Main Stem Lagoon Dredging Project. He noted that bid awards are likely at the October BCWMC meeting.

H. Engineer

Commission Engineer Chandler reported Lagoon Dredging bid documents will be posted on September 9th and that bid documents for the Sweeney Lake alum treatment go out tomorrow. She also reported on a threatened aquatic plant species identified on Lost Lake and the upcoming 4-day dissolved oxygen monitoring in Plymouth Creek.

7. INFORMATION ONLY (Information online only)

- i. BCWMC Administrative Calendar
- ii. CIP Project Updates www.bassettcreekwmo.org/projects
- iii. Grant Tracking Summary and Spreadsheet
- iv. WCA Notices – Golden Valley, Plymouth

8. ADJOURNMENT

The meeting adjourned at 11:15 a.m.

Bassett Creek Watershed Management Commission						
Statement of Financial Position						
				Capital Improvement Projects	General Fund	TOTAL
ASSETS						
Current Assets						
	Checking/Savings					
		101 · Wells Fargo Checking		201,413.43	684,653.96	886,067.39
		102 · 4MP Fund Investment		3,501,986.62	15,211.39	3,517,198.01
		103 · 4M Fund Investment		2,483,650.36	10,416.36	2,494,066.72
		Total Checking/Savings		6,187,050.41	710,281.71	6,897,332.12
	Accounts Receivable					
		111 · Accounts Receivable		0.00	600.67	600.67
		112 · Due from Other Governments		52,806.40	-0.26	52,806.14
		113 · Delinquent Taxes Receivable		11,396.55	0.00	11,396.55
		Total Accounts Receivable		64,202.95	600.41	64,803.36
	Other Current Assets					
		114 · Prepays		0.00	2,978.75	2,978.75
		116 · Undeposited Funds		0.00	1,500.00	1,500.00
		Total Other Current Assets		0.00	4,478.75	4,478.75
	Total Current Assets			6,251,253.36	715,360.87	6,966,614.23
TOTAL ASSETS				6,251,253.36	715,360.87	6,966,614.23
LIABILITIES & EQUITY						
Liabilities						
	Current Liabilities					
	Accounts Payable					
		211 · Accounts Payable		43,732.11	98,192.92	141,925.03
		Total Accounts Payable		43,732.11	98,192.92	141,925.03
	Other Current Liabilities					
		212 · Unearned Revenue		438,823.00	0.00	438,823.00
		251 · Unavailable Rev - property tax		11,396.55	0.00	11,396.55
		Total Other Current Liabilities		450,219.55	0.00	450,219.55
	Total Current Liabilities			493,951.66	98,192.92	592,144.58
	Total Liabilities			493,951.66	98,192.92	592,144.58
	Equity					
		311 · Nonspendable prepaids		0.00	2,978.75	2,978.75
		312 · Restricted for improvements		4,562,582.00	0.00	4,562,582.00
		315 · Unassigned Funds		0.00	375,424.57	375,424.57
		32000 · Retained Earnings		1,075,938.11	15,876.48	1,091,814.59
		Net Income		118,781.33	222,888.41	341,669.74
	Total Equity			5,757,301.44	617,168.21	6,374,469.65
TOTAL LIABILITIES & EQUITY				6,251,253.10	715,361.13	6,966,614.23
UNBALANCED CLASSES				0.26	-0.26	0.00

Bassett Creek Watershed Management Commission					
Statement of Revenues, Expenditures and Changes in Fund Balances - General					
		Annual Budget	Aug 18 - Sep 15, 22	Feb 1 - Sep 15, 22	Budget Balance
Ordinary Income/Expense					
Income					
	411 · Assessments to Cities	565,998.00	0.00	565,998.00	0.00
	412 · Project Review Fees	60,000.00	20,126.21	48,126.21	11,873.79
	413 · WOMP Reimbursement	5,000.00	0.00	1,875.00	3,125.00
	414 · State of MN Grants	0.00	0.00	12,044.48	-12,044.48
	415 · Investment earnings	0.00	9,795.04	25,627.75	-25,627.75
	416 · TRPD Reimbursement	1,400.00	13,900.00	13,900.00	-12,500.00
	Total Income	632,398.00	43,821.25	667,571.44	-35,173.44
Expense					
1000 · Engineering					
	1010 · Technical Services	145,000.00	13,822.00	82,044.00	62,956.00
	1020 · Development/Project Reviews	75,000.00	3,545.00	60,603.92	14,396.08
	1030 · Non-fee and Preliminary Reviews	22,000.00	2,165.00	12,489.50	9,510.50
	1040 · Commission and TAC Meetings	14,000.00	665.00	8,414.21	5,585.79
	1050 · Surveys and Studies	10,000.00	5,194.00	5,342.50	4,657.50
	1060 · Water Quality / Monitoring	110,000.00	18,611.23	68,174.54	41,825.46
	1070 · Water Quantity	8,000.00	0.00	3,220.51	4,779.49
	1080 · Annual Flood Control Inspection	12,000.00	3,717.50	12,310.00	-310.00
	1090 · Municipal Plan Review	2,000.00	0.00	741.50	1,258.50
	1100 · Watershed Monitoring Program	28,500.00	1,078.75	11,865.30	16,634.70
	1110 · Annual XP-SWMM Model Updates	5,000.00	0.00	8,983.50	-3,983.50
	1120 · TMDL Implementation Reporting	7,000.00	0.00	1,050.00	5,950.00
	1130 · APM/AIS Work	13,000.00	0.00	36,844.06	-23,844.06
	1140 · Erosion Control Inspections	0.00	0.00	0.00	0.00
	1000 · Engineering - Other		0.00	0.00	0.00
	Total 1000 · Engineering	451,500.00	48,798.48	312,083.54	139,416.46
2000 · Plan Development					
	2010 · Next Gen Plan Development	18,000.00	2,526.50	23,727.00	-5,727.00
	2000 · Plan Development - Other		0.00	0.00	0.00
	Total 2000 · Plan Development	18,000.00	2,526.50	23,727.00	-5,727.00
3000 · Administration					
	3010 · Administrator	70,848.00	5,580.00	41,526.00	29,322.00
	3020 · MAWD Dues	7,500.00	0.00	7,500.00	0.00
	3030 · Legal	17,000.00	1,077.05	11,683.89	5,316.11
	3040 · Financial Management	13,500.00	1,000.00	8,500.00	5,000.00
	3050 · Audit, Insurance & Bond	18,700.00	6,725.00	18,118.00	582.00
	3060 · Meeting Catering	1,300.00	161.23	1,185.83	114.17
	3070 · Administrative Services	8,000.00	244.85	3,949.57	4,050.43
	3000 · Administration - Other		0.00	0.00	0.00
	Total 3000 · Administration	136,848.00	14,788.13	92,463.29	44,384.71
4000 · Education					
	4010 · Publications / Annual Report	1,300.00	0.00	1,164.00	136.00
	4020 · Website	1,800.00	0.00	546.13	1,253.87
	4030 · Watershed Education Partnership	18,350.00	0.00	3,850.00	14,500.00
	4040 · Education and Public Outreach	28,000.00	970.06	10,849.07	17,150.93
	4050 · Public Communications	1,100.00	0.00	0.00	1,100.00
	4000 · Education - Other		0.00	0.00	0.00
	Total 4000 · Education	50,550.00	970.06	16,409.20	34,140.80
	Total Expense	656,898.00	67,083.17	444,683.03	656,898.00
	Net Ordinary Income	-24,500.00	-23,261.92	222,888.41	-24,500.00
	Net Income	-24,500.00	-23,261.92	222,888.41	-24,500.00

Bassett Creek Watershed Management Commission						
Statement of Revenues, Expenditures and Changes in Fund Balances - Capital Improvement Projects						
		Annual Budget	Aug 18 - Sep 15, 22	Feb 1 - Sep 15, 22	Inception to Date Expense	Remaining Budget
Ordinary Income/Expense						
Income						
	418 · Property Taxes		0.00	873,225.48		
	BC2,3,8 · DeCola Ponds B&C Improve		0.00	0.00		
	BC23810 · Decola Ponds/Wildwood Park	0.00	0.00	0.00		
	BC5 · Bryn Mawr Meadows	0.00	0.00	0.00		
	BC7 · Main Stem Dredging Project		0.00	0.00		
	BGP2 · Bassett Creek Park & Winnetka	0.00	0.00	0.00		
	CRM · Main Stem Cedar Lk Rd-Dupont	0.00	0.00	40,297.44		
	ML12 · Medley Park Stormwater Treatment		0.00	0.00		
	ML21 · Jevne Park Stormwater Mgmt	0.00	0.00	0.00		
	NL2 · Four Seasons Mall Area	0.00	0.00	0.00		
	SL1,3 · Schaper Pond Enhancement	0.00	0.00	0.00		
	SL8 · Sweeny Lake Water Quality	0.00	0.00	10,010.56		
	TW2 · Twin Lake Alum Treatment	0.00	0.00	0.00		
	WST2 · Westwood Lake Water Quality	0.00	0.00	0.00		
	Total Income	0.00	0.00	923,533.48		
Expense						
	2017CRM · CIP-Main Stem Cedar Lk Rd-Dupont	1,064,472.00	0.00	596,360.42	728,389.67	336,082.33
	BC-238 · CIP-DeCola Ponds B&C	1,600,000.00	0.00	0.00	1,507,985.31	92,014.69
	BC-2381 · CIP-DeCola Ponds/Wildwood Pk	1,300,000.00	0.00	0.00	56,789.39	1,243,210.61
	BC-5 · CIP-Bryn Mawr Meadows	1,835,000.00	22,012.00	123,070.16	250,904.33	1,584,095.67
	BC-7 · CIP-Main Stem Lagoon Dredging	2,759,000.00	15,339.81	50,409.24	164,837.06	2,594,162.94
	BGP-2 · CIP- Bassett Cr Pk & Winnetka	1,123,351.00	0.00	0.00	1,066,648.32	56,702.68
	CL-3 · CIP-Crane Lake Improvement Proj	380,000.00	0.00	0.00	0.00	380,000.00
	Fid2 · Flood Control Long Term Exp	859,123.00	0.00	0.00	0.00	859,123.00
	ML-12 · CIP-Medley Park Stormwater	1,500,000.00	0.00	0.00	87,218.61	1,412,781.39
	ML-20 · CIP-Mount Olive Stream Restore	178,100.00	0.00	0.00	43,157.42	134,942.58
	ML-21 · CIP-Jevne Park Stormwater Mgmt	500,000.00	0.00	1,319.50	56,390.75	443,609.25
	ML-23 · CIP-Purch High Eff St Sweeper	81,600.00	0.00	0.00	0.00	81,600.00
	NL-2 · CIP-Four Seasons Mall	990,000.00	0.00	0.00	185,236.56	804,763.44
	PL-7 · CIP-Parkers Lake Stream Restore	485,000.00	0.00	0.00	70,913.12	414,086.88
	SL-1,3 · CIP-Schaper Pond	612,000.00	450.00	16,473.55	459,551.97	152,448.03
	SL-8 · CIP-Sweeney Lake WQ Improvement	568,080.00	5,930.30	17,119.28	359,824.07	208,255.93
	TMDL1 · TMDL Studies Revenue		0.00	0.00	0.00	0.00
	TMDL2 · TMDL Studies Expense		0.00	0.00	0.00	0.00
	TW-2 · CIP-Twin Lake Alum Treatment	163,000.00	0.00	0.00	91,037.82	71,962.18
	WST-2 · CIP-Westwood Lake Water Quality	404,500.00	0.00	0.00	404,500.00	0.00
	Total Expense	16,403,226.00	43,732.11	804,752.15	5,533,384.40	10,869,841.60
	Net Ordinary Income	-16,403,226.00	-43,732.11	118,781.33	-5,533,384.40	
	Net Income	-16,403,226.00	-43,732.11	118,781.33		

Bassett Creek Watershed Management Commission						
Long Term Accounts						
	Total	August 18, 22	Year	Inception		
	Budget	September 15, 22	to-Date	to Date		Remaining Budget
Income						
Fld1 - Flood Control Long Term Maint		0.00	0.00	179,421.90		
Fld2 - Flood Control Long Term Exp	699,980.00	0.00	0.00	484,266.41		
Total	699,980.00	0.00	0.00	-304,844.51		395,135.49
Flood1 - Emergency FCP Income		0.00		0.00		
Flood2 - Emergency FCP Expense	500,000.00	0.00	0.00	0.00		
Total	500,000.00	0.00	0.00	0.00		500,000.00
Gen - Next gen Plan Development Income		0.00	0.00	8,000.00		
Gen1 - Next gen Plan Development Exp	30,000.00	0.00		0.00		
Total	30,000.00	0.00	0.00	0.00		38,000.00
Qual - Channel Maintenance Fund		0.00	0.00	20,000.00		
Qual1 - Channel Maintenance Expense	440,950.00	0.00	0.00	267,073.30		
Total	440,950.00	0.00	0.00	-247,073.30		193,876.70
TMDL1 - TMDL Studies Income		0.00				
TMDL2 - TMDL Studies Expense	135,000.00	0.00		107,850.15		
Total	135,000.00	0.00	0.00	-107,850.15		27,149.85



Bassett Creek Watershed Management

Item 4D.
BCWMC 9-15-22

September 15, 2022

Minnesota Association of Watershed Districts
595 Aldine Street
St. Paul, MN 55104

RE: Comments on draft Strategic Plan

Dear MAWD Strategic Plan Committee Members;

Thank you for the opportunity to review the draft strategic plan. This plan is a great step forward in refining and focusing MAWD's work. We appreciate the work of staff and committee members. BCWMC Commissioners and staff had an opportunity to review and comment on the draft plan. Our comments are presented below.

Please feel free to contact me at laura.jester@keystonewaters.com or 952-270-1990 with any questions.

Sincerely,

A handwritten signature in black ink that reads "Laura Jester".

Laura Jester
Administrator

Comments:

1. Throughout the document, do not interchange "MAWD" and "MW." Pick one name and use consistently.
2. Write out acronyms or have an acronyms list.
3. Better communication with watershed organizations and partnerships with state and local entities are vital. With only one staff member and difficulty in recruiting volunteers, it will be difficult for MW to achieve these goals.
4. The draft correctly suggests that meeting the goals will require more meetings with member/non-member/and other entities. Goal 1(6) solution suggests reducing the number of board and committee meetings, which would certainly make volunteer involvement more attractive. Yet Goals 2 through 5 solutions all require more personal involvement at some level.

5. Perhaps watershed organizations and MW itself could consider establishing coordination/liaison/communication positions.
6. Changing the name of the organization to “Minnesota Watersheds” seems like a good idea, and relatively easy.
7. Proposed mission statement: *To support and advocate for leaders in watershed management.* “Leaders” seems like a broad term. Consider refining to incorporate “WD and WMOs”
8. Proposed vision statement: *To establish excellence and innovation in all watershed based organizations.* This statement seems vague. Consider refining to “further the ability of Minnesota watersheds to protect and improve the quality and storage of surface waters.”
9. When finalizing goal statements consider using the “SMART” tool: Specific, Measurable, Attainable, Relevant, Time based.
10. On page 2, the list of values does not have parallel structure (some phrases start with verbs, some start with nouns). Consider rewording.
11. Goal 1: The background section indicates that a communication plan may be developed. Consider adding the development and implementation of a comprehensive communication plan as an actual tactic.
12. Goal 1, Objective 1(i): Consider rewording to “Confirm, each month, that board actions reflect the Strategic Plan.”
13. Goal 4, Objective 4: Increasing communication with members about legislatively activity is a good goal. Tactics should also include timely and useful reminders on HOW and WHEN members can engage with their legislators to augment MW’s voice on certain bills, etc. We need more information on how to help our lobbyists during and outside of the legislative session.
14. Goal 5: The background section indicates that MW should focus education efforts on “the board of managers...” Do you mean all watershed boards or just the MW Board? Please be more specific.
15. The organizational chart on page 7 is illegible. Increase the size of the graphic.
16. Is the tactics timeline table (once completed) meant to inform the number of MW staff needed to implement the plan? Or is the current staffing level assumed and their available hours will be distributed across the tactics according to priority? How will the work be prioritized? Will there be an annual work plan? This type of information might be good to include in this document.

**FY 2020 STATE OF MINNESOTA
BOARD OF WATER and SOIL RESOURCES
2020 Competitive Grant - Bassett Creek WMC
GRANT AMENDMENT**

Grant Agreement Start Date:	5/6/2020
Original Grant Agreement Expiration Date:	12/31/2022
Original Agreement Amount:	\$400,000.00

This amendment is by and between the State of Minnesota, through its Board of Water and Soil Resources (“Board”) and Bassett Creek WMC, c/o 16145 Hillcrest Ln, Eden Prairie, MN 55346 (“Grantee”).

Recitals

- The Board has a Grant Agreement with the Grantee identified as the 2020 Competitive Grant - Bassett Creek WMC, PO # 3000011667, for the following grants:

Grant ID	Grant Title	Previous Expiration Date	Amended Expiration Date	Previous Award Amount	Amended Award Amount
C20-6356	Bryn Mawr Meadows Water Quality Improvement Project	12/31/2022	12/31/2023	\$400,000.00	

- The Bassett Creek WMC requests an extension for Bryn Mawr Meadows Water Quality Improvement Project to December 31, 2023 for the purpose of design and construction delays by the coordinating organization.
- Grant reporting must be completed by February 1, 2024 or within 30 days of work completion, whichever comes first.
- The Board and Watershed Management Organization are willing to amend the Original Contract as stated below.

Contract Amendment

- REVISION 1. 1. Terms of Grant Agreement**
- 1.2 Expiration date:** is amended as follows:
~~December 31, 2022~~ December 31, 2023, or until all obligations have been satisfactorily fulfilled, whichever comes first.
- REVISION 2. 2. Grantee’s Duties**
- 2.3. Reporting**
 - 2.3.3 Final Progress Report:** is amended as follows:
The Grantee will submit a final progress report to the Board by ~~February 1, 2023~~ February 1, 2024 or within 30 days of completion of the project, whichever occurs sooner. Information provided must confirm to the requirements and formats set by the Board.

Except as amended herein, the terms and conditions of the Original Grant Agreement remain in full force and effect.

APPROVED:

Bassett Creek WMC

By: _____

Title: _____

Date: _____

Board of Water and Soil Resources

By: _____

Title: _____

Date: _____



Memorandum

To: Commissioners, Bassett Creek Watershed Management Commission
From: Karen Chandler, Greg Williams (Barr), and Laura Jester, BCWMC Administrator
Subject: Scope of Work to Address Complex Issues (Plan Update Phase 2)
Date: August 8, 2022; revised September 6, 2022

Recommendation:

1. Approve the scope of work and budget to address complex issues by Commission Engineer.

As part of the 2025 Watershed Management Plan (Plan) update, several complex issues should be evaluated to determine the appropriate role for the Commission. This analysis is identified as Phase 2 in the [Plan update scope](#) approved in March, 2022. These are issues that are estimated to require consideration beyond the scope of a typical Plan update due to their complexity, emerging nature, or other factors. At their July 21, 2022 meeting, the Commission directed the Commission Engineer and Administrator to develop a scope of work to address these complex issues based on [results of the July 11, 2022 Plan Steering Committee workshop](#).

All Commission, Plan Steering Committee (PSC), BCWMC Technical Advisory Committee (TAC), and Planning TAC meetings are assumed to be in person.

Note: Items italicized in "deliverables" sections below are those included in the original Plan update scope. As noted throughout the memo, this scope generally includes only research and analysis tasks. The original Plan update scope and budget included tasks related to drafting potential policies, programs, and projects that might result from the analyses and discussing findings and BCWMC roles with the BCWMC Plan Steering Committee (PSC).

A. & B. Use an equity lens and input from diverse communities in development of priorities, policies, and programs; and expand outreach to and build relationships with diverse communities (including Native cultures)

Throughout Plan development, staff, the BCWMC TAC, and commissioners will consider and strive for improving the implementation of projects and programs towards more equitable outcomes and will include input from all communities. Plans and policies related to outreach to diverse communities and relationship building will be developed by the Administrator with community input and in cooperation with the commissioners and BCWMC TAC with minimal involvement of the Commission Engineer. (Note: this task incorporates issue B from the July 13 memo to the Commission.)

C. Expand education and outreach program (education to groups/residents, helping cities fulfill stormwater education requirements)

This issue will be addressed by the Administrator in cooperation with the commissioners and BCWMC TAC with no or minimal involvement of the Commission Engineer.

D. Training, orientation, and education for commissioners and alternate commissioners

This issue will be reviewed and addressed as part of the originally-scoped Plan update effort.

E. Assess impacts of climate change on water resources and build climate resiliency

Commission staff will review existing climate resiliency resources (e.g., Hennepin County Climate Action Plan, Board of Water and Soil Resources climate resiliency toolbox, Metropolitan Council community planning tools), along with similar work done for other Metro Area watershed organizations and cities. Commission staff will also seek input from member cities about priority concerns, roles and current and planned actions. Commission staff will summarize existing and planned future roles of other organizations and identify potential additional roles not yet locally implemented. Commission staff will present initial findings to the Plan Steering Committee (PSC) for feedback and further direction. Commission staff will develop draft policy, performance standards, and/or future implementation actions to characterize a range of actions and roles available to the Commission (or possibly member cities in support of BCWMC strategies) as part of the originally scoped plan update; the PSC will review and revise these items as part of the originally scoped plan update.

The Commission Engineer will update watershed-wide hydrologic and hydraulic modeling based on anticipated future precipitation events (e.g., mid-century 100-year event) and develop inundation mapping to better characterize flooding and capacity issues. The results of the update may be incorporated into plan policy or implementation actions as part of the originally scoped plan update.

Note: Depth grid mapping (i.e., showing maximum flood depth within inundation areas) can be performed for an additional cost outside this scope.

Deliverables:

- One meeting with the BCWMC TAC (or potentially the larger Planning TAC) to discuss climate resiliency concerns, actions and BCWMC/city roles
- Summary of climate resiliency concerns and proposed actions of member cities and other Metro Area watersheds and potential actions not yet implemented locally
- *One meeting with the PSC to discuss initial findings prior to developing plan content*
- *Proposed policy, performance standards, and implementation activities to address climate resiliency*
- Updates to hydrologic-hydraulic modeling and inundation mapping

Estimated Cost: \$9,745

F. Strategies to address chloride pollution

The Commission Engineer will review relevant State guidance documents (e.g., Twin Cities Metropolitan Area Chloride Management Plan) and relevant activities of member cities (e.g., City of Plymouth's Parkers Lake Chloride Reduction project), other Metro Area cities, the Hennepin County Chloride Initiative, watershed districts, and watershed management organizations (WMOs). Commission staff will seek input from member cities regarding current chloride reduction activities. Commission staff will consider others' efforts as well as new standards, policies and practices not yet implemented and prepare a summary of possible management activities presented as a continuum of level of effort/involvement (qualitative). The Commission Engineer will review available water quality monitoring, modeling, and updated land use/impervious area data to update chloride loading priority areas ("hot spots") to target potential chloride reduction activities. Commission staff will present findings to the PSC for feedback and further direction. Based on PSC feedback, Commission staff will prepare a summary of possible Commission policies and/or implementation activities corresponding to varying levels of Commission involvement (i.e., high, medium, and low).

Deliverables:

- One meeting with the BCWMC TAC (or potentially the larger Planning TAC) to discuss existing and potential chloride management roles
- Summary of chloride management actions of Metro Area cities, counties, watershed districts, and WMOs and potential actions not yet implemented
- Updated map of chloride loading priority areas
- *One meeting with the PSC to discuss initial findings prior to developing plan content*
- *Proposed policy and implementation activities to address chloride loading for BCWMC and/or member cities*

Estimated Cost: \$8,900

G. Water quality standards for linear projects

The Commission Engineer will review recent updates to the MPCA's Municipal Separate Storm Sewer System (MS4) permit requirements for linear projects relative to 1) existing BCWMC requirements and 2) member city stormwater management standards. The Commission Engineer will prepare a summary comparison (e.g., table) and list of recent projects subject to a range of differing triggers and standards to quantify differences in treatment levels achieved under possible new requirements. Commission staff will meet with the BCWMC TAC to discuss the issue as related to City project review and permitting. Commission staff will present these findings to the PSC for feedback and further direction. Based on PSC input, Commission staff will prepare a draft updated linear performance standard, if directed, for consideration by the Commission.

Deliverables:

- Summary comparison of linear performance standards

- List of affected projects and corresponding treatment differences
- One meeting with the BCWMC TAC to discuss linear project review and permitting
- *One meeting with the PSC to discuss initial findings prior to developing plan content*
- Draft updated linear performance standards

Estimated Cost: \$4,905

H. Capital improvement program (CIP) including project identification and program implementation

This issue will be addressed by the Administrator in cooperation with the commissioners and BCWMC TAC with no or minimal involvement of the Commission Engineer (beyond what is included in the original Plan update scope).

I. Stormwater management in Bassett Creek Valley

Commission staff will review the Bassett Creek Valley Floodplain and Stormwater Management Study developed in cooperation with the City of Minneapolis and Wenck Associates (now Stantec) in 2019. Commission staff will meet with City of Minneapolis staff to better understand projects planned within the Bassett Creek Valley area and will seek information from other potential partners including Hennepin County. Commission staff will develop potential project descriptions, to the extent possible, and characterize the alignment with existing BCWMC goals (understanding that BCWMC goals will be updated as part of the Plan update) and the BCWMC project prioritization framework (which may also be updated). Commission staff will summarize this information in a brief memorandum or summary table. Commission staff will present this information to the PSC for consideration as part of other aspects of Plan development, including developing policy related to the CIP, evaluating the CIP process and public-private partnerships, and developing a targeted implementation program.

Deliverables:

- Meet with Minneapolis City staff and other partners, as needed
- Summary of proposed projects and City/BCWMC roles
- *Presentation to the PSC as part of CIP development*

Estimated Cost: \$5,370

J. Programs to manage or restore riparian areas

Commission staff will summarize existing BCWMC policy, performance standards, and implementation actions relevant to riparian areas along streams and creeks. The Commission Engineer will review available member city, BCWMC, and public data to map riparian areas that may benefit from additional protection and/or restoration within the watershed. Commission staff will review practices and programs of member cities and other stream-centric watershed organizations. Opportunities to improve ecological health of riparian areas and improve public access to streams will be considered as an expanded Commission role. Efforts in this area may also help to address stream biotic impairments discussed in "K" below.

Commission staff will present findings to the PSC for feedback and further direction. Commission staff will develop proposed edits or additions to policy, project ranking criteria, and implementation programs to improve or restore riparian areas to be considered during subsequent phases of Plan development.

Deliverables:

- Review of current BCWMC policy and practice related to riparian areas
- Review of Metro Area watershed district and WMO riparian management projects/programs
- Map riparian areas for possible protection/restoration areas
- *One meeting with the PSC to discuss initial findings prior to developing plan content*
- *Draft revisions to policy and implementation programs*

Estimated Cost: \$3,975

K. Evaluate stream health to address biotic impairments

Commission staff will review existing stream data and results of the Bassett Creek stressor identification study (expected in 2023). Commission staff will meet with MPCA to discuss expectations for biotic health of urban streams, learn how Bassett Creek compares to other streams across the State, and discuss possible strategies to mitigate identified stressors in the context of the BCWMC's projects and programs. Commission staff will consider how other watersheds address biotic impairments, and how BCWMC and member city policies and programs fit these strategies. Commission staff will present this information to the PSC. Appropriate actions or policies recommended to address biotic impairments will be considered in subsequent Plan development activities and discussed with the PSC as part of the original plan update scope and budget.

Deliverables:

- Review and comment on MPCA's draft stressor identification study
- Summary of discussions with MPCA regarding expectations for improvements in biotic indexes and best practices of other organizations
- *One meeting with the PSC to discuss initial findings prior to developing plan content*
- *Proposed policy, monitoring activities, and implementation activities to address stream impairments*

Estimated Cost: \$5,480

L. Policy development for addressing sediment deltas in streams and lakes

This issue is fairly straightforward will be reviewed and addressed as part of the originally-scoped Plan update effort.

M. Provide grant funding for small scale BMPs by residents or businesses

This issue will be addressed by the Administrator in cooperation with the commissioners and BCWMC TAC with no or minimal involvement of the Commission Engineer.

N. Water level variability

This issue will be reviewed and addressed as part of the originally-scoped Plan update effort.

Table 1 Summary of Additional Scope Item Estimated Cost

Issue or Topic	Number of hours		Labor costs		Expenses	Total Cost
	Admin.	Barr	Admin.	Barr		
A/B. Implement projects through an equity lens; Outreach to and build relationships with diverse communities (including Native cultures))	To be developed by Administrator in cooperation with the commissioners and TAC, with community input and minimal involvement of the Commission Engineer					
C. Expand education and outreach program (education to groups/residents, helping cities fulfill stormwater education requirements)	To be developed by Administrator in cooperation with the commissioners and TAC, with community input and minimal involvement of the Commission Engineer					
D. Training, orientation, and education for commissioners and alternate commissioners	To be reviewed and addressed as part of the originally-scoped Plan update effort.					
E. Assess impacts of climate change on water resources and build climate resiliency	12.5	66	\$940	\$8,780	\$25	\$9,745
F. Strategies to address chloride pollution	16.5	49	\$1,240	\$7,610	\$50	\$8,900
G. Water quality standards for linear projects	6.5	30.5	\$490	\$4,365	\$50	\$4,905
H. Capital improvement program (CIP) including project identification and program implementation	To be developed by Administrator in cooperation with the commissioners and TAC, with community input and minimal involvement of the Commission Engineer					
I. Stormwater management in Bassett Creek Valley	18	24	\$1,350	\$3,970	\$50	\$5,370
J. Programs to manage or restore riparian areas	6	26	\$450	\$3,525	\$0	\$3,975
K. Evaluate stream health to address biotic impairments	12	28	\$900	\$4,580	\$0	\$5,480
L. Policy development for addressing sediment deltas in streams and lakes	To be reviewed and addressed as part of the originally-scoped Plan update effort.					
M. Provide grant funding for small scale BMPs by residents or businesses	To be developed by Administrator in cooperation with the commissioners and TAC, with community input and minimal involvement of the Commission Engineer					
N. Water level variability	To be reviewed and addressed as part of the originally-scoped Plan update effort.					
Totals	71.5	223.5	\$5,370	\$32,830	\$175	\$38,375

Note: hours and costs reflect anticipated incremental cost over original Plan scope and budget; original Plan scope and budget already includes efforts related to developing BCWMC policies and implementation actions.



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 5C: Consider Selection of Contractor and Awarding Contract for Sweeney Lake Alum Treatment Phase II
BCWMC September 15, 2022 Meeting Agenda
Date: September 8, 2022

Recommendation:

1. The Commission Engineer recommends that the Commission award a contract for Sweeney Lake Alum Treatment Phase II to the lowest responsible bidder, SOLitude Lake Management, by adopting Resolution No. 22-07 (attached).

1.0 Project Update and Results of Bid Opening

At its August 2022 meeting, the Commission authorized the advertisement of bids for Phase II of the Sweeney Lake Alum Treatment project. Phase II is the last phase of alum treatment in Sweeney Lake, which is part of the Sweeney Lake Water Quality Improvement CIP Project partially funded through a federal grant. The goal is to complete the final phase of the alum treatment in late September or early October of this year.

At the bid opening on September 2, 2022, two bids were reviewed. Since that time, however, one of the bids was withdrawn and so the only bid for the Commission's consideration is below.

- SOLitude Lake Management—\$185,994.40

Staff recommends that the Commission award the contract to SOLitude Lake Management based on the above bid by adopting Resolution 22-07. The bid amount is within the Commission's project budget and the contractor has the requisite experience and qualifications to perform the project.

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION
RESOLUTION NO. 22-07

A RESOLUTION ACCEPTING BID FOR SWEENEY LAKE ALUM TREATMENT PHASE II

WHEREAS, pursuant to a duly published advertisement for the Sweeney Lake Alum Treatment Phase II project (the "Project"), bids were received, opened, and tabulated according to law, and the bid details were thereafter presented to the Board of Commissioners of the Bassett Creek Watershed Management Commission (the "Commission"); and

WHEREAS, although two bids for the Project were initially received and reviewed by the Commission Engineer at the time of bid opening, one bidder subsequently withdrew its bid, and accordingly, based on the lone remaining bid, SOLitude Lake Management is deemed the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Bassett Creek Watershed Management Commission as follows:

1. The above recitals are hereby incorporated into this resolution as if fully set forth herein.
2. SOLitude Lake Management's bid for the Project is hereby accepted. The Commission chair and secretary are authorized and directed to enter into a contract with SOLitude Lake Management in the name of the Commission for the Project, according to bid package and the plans and specifications that were previously prepared. Additionally, Commission officials, staff and consultants are authorized to perform any steps that are deemed necessary and convenient to carry out the intent of this resolution.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 15th day of September, 2022.

Chair

ATTEST: _____
Secretary



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 5D – Consider Approval of Proposal for Study of Chloride Extraction/Dilution from Parkers Lake
BCWMC September 15, 2022 Meeting Agenda
Date: September 8, 2022

5D. Consider Approval of Proposal for Study of Chloride Extraction/Dilution from Parkers Lake (PL-7)

Recommendations:

1. Consider approving the scope of work and \$45,000 budget presented in this memorandum and direct the Engineer to complete the study of chloride extraction/dilution from Parkers Lake.
2. Direct the Engineer to consult with Metropolitan Council Environmental Services to obtain a Special Discharge Permit for discharge of the high chloride lake water and/or reverse osmosis concentrate.
3. Direct the Engineer to consult with Minnesota Department of Natural Resources on permit considerations for downstream discharge of high chloride lake water and/or the return flow of treated water.

Background

The proposed option to remove chloride from Parkers Lake was identified as one of the possible capital projects to further analyze for the Parkers Lake Chloride Reduction Project (PL-7). Parkers Lake is impaired for chloride, which collects at the bottom of the lake. During normal conditions, there are no outflows from the lake—in very high-water conditions, water flows from the lake to a lift station and a stormwater system that eventually discharges into Medicine Lake. Three Rivers Park District (TRPD) and the City of Plymouth monitor the watershed stormwater inflows into Parkers Lake. Land uses south of the lake are primarily residential, northwest of the lake are primarily park and multifamily, and northeast of the lake are industrial/ commercial. In-lake chloride monitoring, which has been ongoing since 2006, confirms that it is common for the lake to exceed chloride standards. Watershed monitoring shows the area northeast of the lake contributes the highest amount of chloride to the lake.

The Commission approved a feasibility study in May of 2020 with one approved project for chloride reduction in the northeast portion of the lake's watershed. The city partnered with the Hennepin County Chloride Initiative, cities, and watersheds to convene a technical cohort to investigate chloride reduction projects and education strategies. Data was pooled and analyzed for similarities to better target best

management practices (BMPs), risks and opportunities for Parkers Lake. Three primary recommended BMPs resulted from the technical cohort's work: 1) develop a grant program that targets chloride reduction through private applicators and private property, 2) construct a pilot program for an on-site collection system to capture chloride effluent for disposal or reuse, 3) perform in-lake chloride removal through dilution or effluent removal.

At the July 21, 2022, Commission meeting, the City of Plymouth reviewed more specifics of each BMP option including pros and cons, general cost, general level of effort, and presumed efficacy. Commissioners discussed the options and a previous engagement with Metropolitan Council Environmental Services (MCES) regarding whether they would allow the discharge of chloride-laden stormwater to the sanitary sewer and noted that the discussion with MCES may need to be revisited for some of the options. During the Commission meeting, it was noted that discharge to the sanitary sewer bypasses other resources like Medicine Lake, which is on the cusp of being impaired for chlorides. It was also noted that the Mississippi River is still far from exceeding chloride standards and occasional discharges to the river through the sanitary sewer are unlikely to impair the river; thus, this strategy may be a cost effective, removal tool to protect the environmental health of a lake. The City of Plymouth proposed that they bring back to the Commission a scope of work for the Commission Engineer to perform an initial study of Parkers Lake to determine how practical in-lake removal could be. The Commission consented to this approach.

The proposed study will involve sample coordination and testing with TRPD, review and discussion of targeted constituent sample analysis with MCES, review of permitting requirements for water withdrawal from the lake and discharge of raw and/or treated water (including reverse osmosis concentrate), estimating costs and amount of chloride removal for each removal method, possibility of Parkers Lake delisting and/or estimated time to return to current state without additional source control measures, meetings and technical memorandum to discuss and document study results, and presentation at a Commission meeting. The chloride extraction/dilution project will likely require a Special Discharge Permit from MCES for discharge of the high chloride lake water and/or reverse osmosis concentrate. The project may also require a Public Waters permit for downstream discharge of high chloride lake water and/or the return flow of treated water.

Content and Scope of Study

The study will address and include the following work scope for analyzing two alternatives: 1) pumping lake water directly to the sanitary sewer, and 2) discharging backwash from reverse osmosis treatment to the sanitary sewer with the return of treated water to the lake.

- Analysis of the two alternatives within the context of the study objectives, including the following for each alternative:
 - Parkers Lake water and chloride mass balance modeling

- Pros and cons analysis
 - Capital cost estimate and a “30-year cost” to repeat each alternative based on mass balance modeling
 - Analysis of life expectancy of each alternative based on mass balance modeling
 - Summary of each alternative for the Commission to judge its merits
 - Cost estimate for annualized cost per pound of pollutant removal
- Analysis of in-lake chlorides will confirm assumptions that discharging water directly downstream to Medicine Lake could result in other environmental impacts to the watershed and volume of water that would need to be trucked to an off-site location is cost prohibitive.
 - Identification of environmental review and permitting requirements

Below is a summary of the work scope components for this study:

1) Sample Coordination and Water Quality Modeling/Analysis

- a) Project kick-off meeting with BCWMC and City of Plymouth staff and preparation of meeting notes.
- b) Coordinate lake water sample testing and analysis of targeted constituents with TRPD staff and a contract laboratory.
- c) Prepare and calibrate Parkers Lake water and chloride mass balance modeling to historical lake and watershed monitoring data.

2) Review of Permit Requirements

- a) Review and discuss targeted constituent sample analyses and lake water quantity/quality modeling of each alternative with MCES staff.
- b) Summarize permit requirements.

3) Evaluation and Concept Design

- a) Conceptually design lake bottom water pumping and discharge system, including water treatment technology (where applicable). Develop two alternative concept plans for pumping, discharge, and treatment, as appropriate.
- b) Identify environmental review and permitting requirements for each alternative, based on one (1) meeting with MCES staff, followed by one (1) meeting with MDNR area hydrologist.
- c) Use the Parkers Lake water and chloride mass balance modeling to estimate long-term impacts to lake chloride concentrations and pollutant removals, following implementation of each alternative. Estimate lake water volume removed, and long-term frequency of pumping events required to ensure lake water chloride standards are met.

- d) Develop cost estimates for the project, including a “30-year cost,” analysis of life expectancy, and annualized cost per pound of pollutant removal for each alternative. Summarize pros and cons of each concept, based on cost-benefit and permit implications.

4) Project Meetings and Technical Memorandum

- a) Coordinate meeting with BCWMC administrator and City of Plymouth staff to discuss preliminary results and recommendations.
- b) Prepare draft technical memorandum for review by City and BCWMC staff; revise report based upon review comments.
- c) Prepare final report for approval at Commission meeting and for use in the presentation to the Commission.
- d) Present final study findings at BCWMC meeting.

Cost Estimate

The table below summarizes our cost estimate for the scope of work outlined above. These costs include the cost of additional sampling by TRPD and analytical testing by a contract laboratory. Samples will be collected in fall, 2022. Additional samples may need to be collected in spring, 2023, depending on draft study results. Fall 2022 sampling/analysis costs are estimated to be \$2,000. The Commission will reimburse the City of Plymouth for these costs. Spring 2023 sampling/analysis costs, if necessary, are estimated to be \$3,000. Either the Commission Engineer or the City of Plymouth will contract with TRPD for this work. If the City of Plymouth contracts with TRPD then they will be reimbursed for these costs.

Tasks	Estimated Total
1) Sample coordination and water quality modeling/analysis	\$15,000*
2) Review of Permit Requirements	\$5,000
3) Evaluation and Concept Design	\$10,000
4) Project Meetings and Technical Memorandum	\$15,000
Total	\$45,000

* includes TRPD sampling/analysis costs

Schedule

We will complete the tasks and milestones outlined in the scope of work on the following schedule.

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 5D – Consider Approval of Proposal for Study of Chloride Extraction/Dilution from Parkers Lake
BCWMC September 15, 2022 Meeting Agenda
Date: September 8, 2022
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Tasks and milestones	Estimated Schedule
Kick-off meeting with BCWMC and City of Plymouth staff	September 2022
Lake water sample coordination and water quality modeling/analysis	September/October 2022
Meeting with MCES to discuss permit requirements/options	November 2022
Develop concept alternatives and cost estimates	November/December 2022
Meeting with City and BCWMC staff to discuss preliminary results	December 2022/January 2023
Submit draft technical memorandum for City and BCWMC staff review	January 2023
Submit final technical memorandum for BCWMC review at Commission meeting	May 2023
Final Technical Memorandum – BCWMC approval at Commission meeting	June 2023



Bassett Creek Watershed Management

MEMO

To: BCWMC Commissioners
From: Laura Jester, Administrator
Date: September 8, 2022

RE: Item 5E Certifying Costs to Hennepin County:

Recommendation: Direct staff to certify for payment by Hennepin County in 2023 a total tax levy of \$2,207,000 as laid out in Resolution 22-08 and in the following tables.

Background

At their meeting in June 2022, the Commission set a maximum 2023 levy of \$2,207,000. At the August meeting, the Commission revised the construction and engineering services budgets for the Bryn Mawr Meadows Water Quality Improvement Project (Table 1). In order to stay within the maximum levy amount, I recommend shifting 2023 levy funds from the SEA School-Wildwood Park Flood Reduction Project in 2023 and collecting the remaining funds needed for that project in 2024. The revised levy figures per project are shown in the updated CIP table on next page.

Table 1. Bryn Mawr Meadows Budget and Income

Project Element	Budget
Feasibility Study	\$100,000
Administrative Costs	\$2,000
Construction	\$1,725,000
Engineering Services	\$260,000
TOTAL COSTS	\$2,087,000
Income Source	Amount
2020 Levy	\$100,000
2021 Levy	\$412,000
CWF Grant	\$400,000
2023 Levy	\$1,175,000
TOTAL INCOME	\$2,087,000

BCWMC 5-year Capital Improvement Program: 2023 – 2028 CIP List (Approved April 21, 2022)

Project Name	City	#	2020	2021	2022	2023	2024	2025	2026	2027	2028	Totals
Medicine Lake Rd & Winnetka Ave Long Term Flood Mitigation Plan Project (DeCola Ponds B&C Improvement Proj. + DeCola Pond F Flood Storage & Diversion Project + SEA School Flood Storage) ⁵	GV, Crystal, New Hope	BC-2,3,8,10	\$500,000		\$300,000	\$2,800,000 ⁵ 2,548,000 ⁵	\$252,000	\$1,150,000	\$450,000			
Water quality improvements in Bryn Mawr Meadows, Main Stem Watershed ²	MPLS	BC-5	\$100,000	\$812,000 ²		\$923,000 \$1,175,000						\$1,835,000
Medley Park Stormwater Treatment Facility ⁴	GV	ML-12			\$400,000	\$950,000 ⁴	\$800,000					\$2,087,000
Mt. Olivet Stream Restoration Project	PLYM	ML-20		\$178,100								\$2,150,000
Dredging accumulated sediment in Main Stem Bassett Creek Lagoons, Wirth Park ³	GV/MPLS	BC-7		\$600,000	\$1,425,000 ³	\$534,000	\$200,000					\$178,100
Stormwater Pond in Jevne Park to alleviate flooding/improve water quality	Medicine Lake	ML-21	\$500,000									\$500,000
Crane Lake Improvement Project @ Ridgedale Dr.	MTKA	CL-3	\$380,000									\$380,000
Parkers Lake Drainage Improvement Project	Plymouth	PL-7		\$485,000								\$485,000
Bassett Creek Main Stem Restoration - Regent Ave to Golden Valley Rd	Golden Valley	2024-CR-M					\$200,000	\$600,000				\$800,000
Ponderosa Woods Stream Restoration	Plymouth	ML-22					\$475,000					\$475,000
Sweeney Lake Water Quality Improvement Project (alum + carp management) ¹	Golden Valley	SL-8	\$350,000 ¹	\$218,080								\$568,080
Cost share purchase of high efficiency street sweeper	Plymouth	ML-23		\$81,600								\$81,600
Crane Lake Chloride Reduction Demonstration Project at Ridgedale Mall	MTKA	CL-4							\$300,000			\$300,000
Plymouth Creek Restoration Project Dunkirk Lane to Plym Ice Center	Plymouth	2026CR-P							\$1,000,000	\$1,000,000		\$2,000,000
Cost share purchase of high efficiency street sweeper	Golden Valley	BC-12					\$100,000	\$50,000				\$150,000
Toledo Ave/Minnaqua Pond Stormwater Improvements & Flood Reduction	Golden Valley	BC-13								\$400,000	\$500,000	\$900,000
Flood Control Project Double Box Culvert Repairs	MPLS	FCP-1								\$400,000	\$800,000	\$1,200,000
Estimated Total Project Cost			\$1,830,000	\$2,374,780	\$2,125,000	\$5,207,000	\$1,775,000 \$2,027,000	\$1,800,000	\$1,750,000	\$1,800,000	\$1,300,000	
Estimated Use of BCWMC Closed Project Account Funds			\$0	\$500,000	\$100,000	\$400,000	\$0	\$0	\$0	\$0	\$0	
City and Grant Funding			\$330,000 ¹	\$400,000 ²	\$325,000 ³	\$800,000 ⁴ \$1,800,000 ⁵						
Total Levy			\$1,500,000	\$1,474,780	\$1,700,000	\$2,207,000	\$1,775,000 \$2,027,000	\$1,800,000	\$1,750,000	\$1,800,000	\$1,300,000	

¹ Federal 319 grant

² Clean Water Fund grant (\$400,000)

³ Clean Water Funds (WBIF) (\$250,000) + Hennepin County Opportunity grant (\$75,000)

⁴ Clean Water Fund Grant (\$300,000) + Golden Valley funds (\$500,000)

⁵ MnDNR grant to city + city funds (\$1,800,000)

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION
RESOLUTION NO. 22-08

A RESOLUTION CERTIFYING COSTS TO HENNEPIN COUNTY FOR
PREVIOUSLY ORDERED CAPITAL IMPROVEMENT PROGRAM PROJECTS

WHEREAS, on September 17, 2015, the Bassett Creek Watershed Management Commission (“Commission”) adopted the *Bassett Creek Watershed Management Commission, Water Management Plan, September 2015* (the “Plan”);

WHEREAS, the Plan, as amended since its adoption, includes a capital improvement program (“CIP”) listing capital projects in Table 5-3 of the Plan;

WHEREAS, notwithstanding that the CIP does not include any new capital projects for the year 2023, the Plan specifies a county tax levy under Minnesota Statutes, section 103B.251 as a source of funding for four previously ordered projects: Dredging Accumulated Sediment in Main Stem Bassett Creek in Theodore Wirth Regional Park Project, Medley Park Stormwater Treatment Facility Project, SEA School – Wildwood Flood Reduction Project, and the Bryn Mawr Water Quality Improvement Project (collectively, the “Projects”);

WHEREAS, in accordance with the Commission’s Joint Power Agreement and Minnesota Statutes, sections 103B.205 to 103B.255 (the “Act”), the Commission previously conducted duly noticed public hearings on the Projects and ordered said Projects after making all requisite findings.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Bassett Creek Watershed Management Commission as follows:

1. The cost of the Dredging Accumulated Sediment in Main Stem Bassett Creek, Theodore Wirth Regional Park Project was partially paid from a county tax levy collected in 2021 totaling One Hundred Thousand Dollars (\$100,000) and in 2022 totaling One Million Dollars (\$1,000,000). Approximately Three Hundred Twenty-Five Thousand Dollars (\$325,000) will come from grants. Additional funds of up to One Million Dollars (\$1,000,000) will be paid from Commission Closed Project Account funds. The remaining estimated cost of the project is Three Hundred Thirty-Four Thousand Dollars (\$334,000). Of this amount, One Hundred Thirty Four Thousand (\$134,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2022 for collection in 2023. Additional funds of up to Two Hundred Thousand Dollars (\$200,000) are expected to be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2023 for collection in 2024.
2. The cost of the Medley Park Stormwater Treatment Facility Project was partially paid from a county tax levy collected in 2022 totaling Four Hundred Thousand Dollars (\$400,000). Approximately Three Hundred Thousand Dollars (\$300,000) will come from a grant and Five Hundred Thousand Dollars (\$500,000) will be paid by the City of Golden Valley. The remaining estimated cost of the project is Nine Hundred Fifty Thousand Dollars (\$950,000). Of this amount, One Hundred Fifty Thousand Dollars (\$150,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2022 for collection in 2023. Additional funds of up to Eight Hundred Thousand Dollars (\$800,000) are expected to be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2023 for collection in 2024.
3. The cost of the SEA School – Wildwood Flood Reduction Project was partially paid from a county tax levy collected in 2022 totaling Three Hundred Thousand Dollars (\$300,000). Approximately One Million Three Hundred Thousand Dollars (\$1,300,000) will come from a grant and Five Hundred Thousand Dollars (\$500,000)

will be paid by the City of Golden Valley or other grants. The remaining estimated cost of the project is One Million Dollars (\$1,000,000). Of this amount, Seven Hundred Forty-Eight Thousand (\$748,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2022 for collection in 2023. Additional funds of Two Hundred Fifty-Two Thousand (\$252,000) are expected to be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2023 for collection in 2024.

4. The cost of the Bryn Mawr Water Quality Improvement Project was partially paid from a county tax levy collected in 2020 totaling One Hundred Thousand Dollars (\$100,000) and in 2021 totaling Four Hundred Twelve Thousand Dollars (\$412,000). Four Hundred Thousand Dollars (\$400,000) was paid from a grant. The remaining estimated cost of the project is One Million One Hundred Seventy Five Thousand Dollars (\$1,175,000), the entirety of which will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2022 for collection in 2023.
5. The total amount certified to Hennepin County for the 2023 Projects is Two Million Two Hundred Seven Thousand Dollars (\$2,207,000) for payment by the County in accordance with Minnesota Statutes, section 103B.251, subdivision 6.
6. The costs of the aforementioned projects will be paid by the Commission up to the amount specified in paragraphs 1 - 4 above from proceeds received from Hennepin County pursuant to Minnesota Statutes, section 103B.251 and grant funding, if awarded. Additional costs may be paid by the city constructing the particular project, but no costs will be charged to other members of the Commission.
7. The Commission is the entity responsible for contracting for the construction of the Dredging Accumulated Sediment in Main Stem Bassett Creek, Theodore Wirth Regional Park Project, and contracts for construction thereof shall be let in accordance with the requirements of law applicable to the Commission.
8. The City of Golden Valley is designated as the member responsible for contracting for the construction of the Medley Park Stormwater Treatment Facility Project. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Golden Valley. The Project shall otherwise be carried out in accordance with any agreements entered into between the Commission and the City of Golden Valley.
9. The City of Golden Valley is designated as the member responsible for contracting for the construction of the SEA School – Wildwood Flood Reduction Project. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Golden Valley. The Project shall otherwise be carried out in accordance with any agreements entered into between the Commission and the City of Golden Valley.
10. The Minneapolis Park and Recreation Board and the City of Minneapolis are responsible for contracting for or performing the construction of the Bryn Mawr Water Quality Improvement Project. Contracts for construction shall be let in accordance with the requirements of law applicable to said parties. The Project shall otherwise be carried out in accordance with any agreements entered into amongst the Commission, the Minneapolis Park and Recreation Board, and the City of Minneapolis.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 15th day of September, 2022.

Chair

ATTEST: _____
Secretary



Bassett Creek Watershed Management Commission MEMO

Date: September 7, 2022
From: Laura Jester, Administrator
To: BCWMC Commissioners
RE: **Administrator's Report**

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

CIP Projects (more resources at <http://www.bassettcreekwmo.org/projects.>)

2019 Medicine Lake Road and Winnetka Avenue Area Long Term Flood Mitigation Plan Implementation Phase I: DeCola Ponds B & C Improvement Project (BC-2, BC-3 & BC-8) Golden Valley (No change since Nov): A feasibility study for this project was completed in May 2018 after months of study, development of concepts and input from residents at two public open houses. At the May 2018 meeting, the Commission approved Concept 3 and set a maximum 2019 levy. Also in May 2018, the Minnesota Legislature passed the bonding bill and the MDNR has since committed \$2.3M for the project. The Hennepin County Board approved a maximum 2019 levy request at their meeting in July 2018. A BCWMC public hearing on this project was held on August 16, 2018 with no comments being received. Also at that meeting the Commission officially ordered the project and entered an agreement with the City of Golden Valley to design and construct the project. In September 2018, the City of Golden Valley approved the agreement with the BCWMC. The [Sun Post](#) ran an article on this project October 2018. Another public open house and presentation of 50% designs was held February 6, 2019. An EAW report was completed and available for public review and comment December 17 – January 16, 2019. At their meeting in February 2019, the Commission approved the 50% design plans. Another public open house was held April 10th and a public hearing on the water level drawdown was held April 16th. 90% Design Plans were approved at the April Commission meeting. It was determined a Phase 1 investigation of the site is not required. The City awarded a contract to Dahn Construction for the first phase of the project, which involves earthwork, utilities, and trail paving and extends through June 2020. Dewatering began late summer 2019. Tree removal was completed in early winter; excavation was ongoing through the winter. As of early June 2020, earth work and infrastructure work by Dahn Construction is nearly complete and trail paving is complete. Vegetative restoration by AES is underway including soil prep and seeding. Plants, shrubs, and trees will begin soon along with placement to goose protection fencing to help ensure successful restoration. The construction phase of this project was completed in June with minor punch list items completed in September. The restoration and planting phase is complete except for minor punch list items and monitoring and establishment of vegetation over three growing seasons. A final grant report for BWSR's Watershed Based Implementation Funding was submitted at the end of January. City staff recently completed a site walk through to document dead or dying trees and shrubs in need of replacement (under warranty). This project (along with Golden Valley's Liberty Crossing Project) recently received the award for "Project of the Year" from the Minnesota Association of Floodplain Managers as part of the overall Project website: <http://www.bassettcreekwmo.org/index.php?CID=433> .

2020 Bryn Mawr Meadows Water Quality Improvement Project (BC-5), Minneapolis: A feasibility study by the Commission Engineer was developed in 2018 and approved in January 2019. The study included wetland delineations, soil borings, public open houses held in conjunction with MPRB's Bryn Mawr Meadows Park improvement project, and input from MPRB's staff and design consultants. Project construction year was revised from 2020 and 2022 to better coincide with the MPRB's planning and implementation of significant improvements and redevelopment Bryn Mawr Meadows Park where the project will be located. A public hearing for this project was held September 19, 2019. The project was officially ordered at that meeting. In January 2020 this project was awarded a \$400,000 Clean Water Fund grant from BWSR; a grant work plan was completed and the grant with BWSR was fully executed in early May 2020. The project and the grant award was the subject of an article in the Southwest Journal in February: <https://www.southwestjournal.com/voices/green-digest/2020/02/state-awards-grant-to-bryn-mawr-runoff-project/>. In September 2020, Minneapolis and MPRB staff met to review the implementation agreement and maintenance roles.

BCWMC developed options for contracting and implementation which were presented at the November meeting. At that meeting staff was directed to develop a memorandum of understanding or agreement among BCWMC, MPRB, and city of Minneapolis to more formally recognize and assign roles and responsibilities for implementation. The draft agreement was developed over several months and multiple conversations among the parties. At the May 2021 meeting the Commission approved to waive potential conflict of the Commission legal counsel and reviewed a proposal for project design by the Commission Engineer. The updated design proposal and the design agreement among all three parties were approved at the June 2021 meeting. Four public open houses were held in the park in 2021 to gather input on park concepts. Project partners met regularly throughout design to discuss schedules, planning and design components, and next steps. Concept designs were approved by the MRPB Board in late 2021. Staff met with MnDOT regarding clean out of Penn Pond and continue discussions. 50% design plans were approved by the Commission at the January meeting; 90% design plans were approved at the March meeting along with an agreement with MPRB and Minneapolis for construction. The agreement was approved by all three bodies. Commission Engineers finalized designs and assisted with bidding documents. Bids were returned in early August. At the meeting in August, the Commission approved moving forward with project construction (through MPRB), and approved a construction budget (higher than previously budgeted) and an amended engineering services budget. Project website: <http://www.bassettcreekwmo.org/projects/all-projects/bryn-mawr-meadows-water-quality-improvement-project>

2020 Jevne Park Stormwater Improvement Project (ML-21) Medicine Lake (No change since April): At their meeting in July 2018, the Commission approved a proposal from the Commission Engineer to prepare a feasibility study for this project. The study got underway last fall and the city's project team met on multiple occasions with the Administrator and Commission Engineer. The Administrator and Engineer also presented the draft feasibility study to the Medicine Lake City Council on February 4, 2019 and a public open house was held on February 28th. The feasibility study was approved at the April Commission meeting with intent to move forward with option 1. The city's project team is continuing to assess the project and understand its implications on city finances, infrastructure, and future management. The city received proposals from 3 engineering firms for project design and construction. At their meeting on August 5th, the Medicine Lake City Council voted to continue moving forward with the project and negotiating the terms of the agreement with BCWMC. Staff was directed to continue negotiations on the agreement and plan to order the project pending a public hearing at this meeting. Staff continues to correspond with the city's project team and city consultants regarding language in the agreement. The BCWMC held a public hearing on this project on September 19, 2019 and received comments from residents both in favor and opposed to the project. The project was officially ordered on September 19, 2019. On October 4, 2019, the Medicine Lake City Council took action not to move forward with the project. At their meeting in October 2019, the Commission moved to table discussion on the project. The project remains on the 2020 CIP list. In a letter dated January 3, 2022, the city of Medicine Lake requested that the Commission direct its engineer to analyze alternatives to the Jevne Park Project that could result in the same or similar pollutant removals and/or stormwater storage capacity. At the March meeting, the Commission directed the Commission Engineer to prepare a scope and budget for the alternatives analysis which were presented and discussed at the April meeting. No action was taken at that meeting to move forward with alternatives analysis. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=467>.

2014 Schaper Pond Diversion Project and Carp Management, Golden Valley (SL-3) (No change since July): Repairs to the baffle structure were made in 2017 after anchor weights pulled away from the bottom of the pond and some vandalism occurred in 2016. The city continues to monitor the baffle and check the anchors, as needed. Vegetation around the pond was planted in 2016 and a final inspection of the vegetation was completed last fall. Once final vegetation has been completed, erosion control will be pulled and the contract will be closed. The Commission Engineer began the Schaper Pond Effectiveness Monitoring Project last summer and presented results and recommendations at the May 2018 meeting. Additional effectiveness monitoring is being performed this summer. At the July meeting the Commission Engineer reported that over 200 carp were discovered in the pond during a recent carp survey. At the September meeting the Commission approved the Engineer's recommendation to perform a more in-depth survey of carp including transmitters to learn where and when carp are moving through the system. At the October 2020 meeting, the Commission received a report on the carp surveys and recommendations for carp removal and management. Carp removals were performed through the Sweeney Lake Water Quality Improvement Project. Results were presented at the February 2021 meeting along with a list of options for long term carp control.

Commission took action approving evaluation of the long-term options to be paid from this Schaper Pond Project. Commission and Golden Valley staff met in March 2021 to further discuss pros and cons of various options. At the September 2021 meeting, the Commission approved utilizing an adaptive management approach to carp management in the pond (\$8,000) and directed staff to discuss use of stocking panfish to predate carp eggs. Commission Engineers will survey the carp in 2022. At the April meeting, the Commission approved panfish stocking in Schaper Pond along with a scope and budget for carp removals to be implemented later in 2022 if needed.



Commission staff informed lake association and city about summer activities and plans for a fall alum treatment. Approximately 1,000 bluegills were released into Schaper Pond in late May. Carp population assessments by electroshocking in Sweeney Lake and Schaper Pond began on June 21st (see photo). Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=277>.

Sweeney Lake Water Quality Improvement Project, Golden Valley (SL-8) (See Item 5C): This project was added to the 2020 CIP list after receiving a federal 319 grant from the MPCA. It is partially a result of the carp surveys completed through the Schaper Pond Diversion Project and a study of the year-round aeration on Sweeney Lake. This project will treat curly-leaf pondweed in spring 2020, will remove carp in summer 2020, and will perform an alum treatment on Sweeney Lake in late summer 2020. The project was officially ordered by the Commission after a public hearing in September 2019. A public open house on this project was held via Webex on April 8th with approximately 20 people joining. The open house presentation and a question and answer document are available online. The curly-leaf pondweed herbicide treatment was completed in May. Carp Solutions performed carp tracking and setting nets in early June. The first round of netting resulted in 334 carp removed from Sweeney Lake (mean length 620 mm, mean weight 3.1 kg), representing an estimated 29% of the total population. From Schaper Pond 82 carp removed which likely represents about 17% of the initial population. After another round of carp removals in late July, 118 additional carp were netted from Sweeney. Based on preliminary estimates, approximately 40% of the carp population was removed from Sweeney this summer. The carp biomass was reduced from approximately 129 kg/ha to 79 kg/ha, which is below the threshold where adverse impacts on water quality are expected. The first round of alum treatment was completed in late October. A grant report and payment request were submitted at the end of January. A report on the results of the carp removals and recommendations for future management were presented at the February 2021 meeting. Long term carp management evaluation will happen through the Schaper Pond Diversion Project funding. A one-page overview of 2020 activities and outcomes was developed for the Sweeney Lake Association and [posted online](#) in March. This year, the Commission is continuing carp population assessments and performing an alum treatment this fall. The Commission is requested to award a contract for alum treatment at this meeting. The project website: [Sweeney Lake Water Quality Improvement Project, SL-8](#).

2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): (No change since June 2018) At their March 2015 meeting, the Commission approved the project specifications and directed the city to finalize specifications and solicit bids for the project. The contract was awarded to HAB Aquatic Solutions. The alum treatment spanned two days: May 18- 19, 2015 with 15,070 gallons being applied. Water temperatures and water pH stayed within the desired ranges for the treatment. Early transparency data from before and after the treatment indicates a change in Secchi depth from 1.2 meters before the treatment to 4.8 meters on May 20th. There were no complaints or comments from residents during or since the treatment.

Water monitoring continues to determine if and when a second alum treatment is necessary. Lake monitoring results from 2017 were presented at the June 2018 meeting. Commissioners agreed with staff recommendations to keep the CIP funding remaining for this project as a 2nd treatment may be needed in the future. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=278>.

2013 Four Seasons Area Water Quality Project (NL-2) (No change since February): At their meeting in December 2016, the Commission took action to contribute up to \$830,000 of Four Seasons CIP funds for stormwater management at

the Agora development on the old Four Seasons Mall location. At their February 2017 meeting the Commission approved an agreement with Rock Hill Management (RHM) and an agreement with the City of Plymouth allowing the developer access to a city-owned parcel to construct a wetland restoration project and to ensure ongoing maintenance of the CIP project components. At the August 2017 meeting, the Commission approved the 90% design plans for the CIP portion of the project. At the April 2018 meeting, Commissioner Prom notified the Commission that RHM recently disbanded its efforts to purchase the property for redevelopment. In 2019, a new potential buyer/developer (Dominium) began preparing plans for redevelopment at the site. City staff, the Commission Engineer and I have met on numerous occasions with the developer and their consulting engineers to discuss stormwater management and opportunities with “above and beyond” pollutant reductions. Concurrently, the Commission attorney has been working to draft an agreement to transfer BCWMC CIP funds for the above and beyond treatment. At their meeting in December, Dominium shared preliminary project plans and the Commission discussed the redevelopment and potential “above and beyond” stormwater management techniques. At the April 2020 meeting, the Commission conditionally approved the 90% project plans. The agreements with Dominium and the city of Plymouth to construct the project were approved May 2020 and project designers coordinated with Commission Engineers to finalize plans per conditions. In June 2021, the City of Plymouth purchased the property from Walmart. The TAC discussed a potential plan for timing of construction of the stormwater management BMPs by the city in advance of full redevelopment. At the August 2021 meeting, the Commission approved development of an agreement per TAC recommendations. An agreement has yet to be drafted. In an update in February, city staff noted they are on track to have a new development plan later this year that will incorporate potentially innovative water quality improvement components. Project webpage: <http://www.bassettcreekwmo.org/index.php?cid=282>.

2021 Parkers Lake Drainage Improvement Project (PL-7) (No change since July): The feasibility study for this project was approved in May 2020 with Alternative 3 being approved for the drainage improvement work. After a public hearing was held with no public in attendance, the Commission ordered the project on September 17, 2020 and entered an agreement with the city of Plymouth to design and construct the project. The city hired WSB for project design which is currently underway. 60% design plans were approved at the June meeting. 90% plans were approved at the August meeting. Construction is complete and vegetation is currently being established. www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project

2021 Parkers Lake Chloride Reduction Project (PL-7) (See Item 5D): The feasibility study for this project was approved in May 2020 with Alternative 3 being approved for the drainage improvement work. After a public hearing was held with no public in attendance, the Commission ordered the project on September 17, 2020 and entered an agreement with the city of Plymouth to implement the project in coordination with commission staff. City staff and I have had an initial conversation about this project. The city plans to collect additional chloride data this winter in order to better pinpoint the source of high chlorides loads within the subwatershed. Partners involved in the Hennepin County Chloride Initiative (HCCI) are interested in collaborating on this project. A proposal from Plymouth and BCWMC for the “Parkers Lake Chloride Project Facilitation Plan” was approved for \$20,750 in funding by the HCCI at their meeting in March. The project will 1) Compile available land use data and chloride concentrations, 2) Develop consensus on the chloride sources to Parkers Lake and potential projects to address these sources, and 3) Develop a recommendation for a future pilot project to reduce chloride concentrations in Parkers Lake, which may be able to be replicated in other areas of Hennepin County, and 4) help target education and training needs by landuse. A series of technical stakeholder meetings were held last fall and winter to develop recommendations on BMPs. A technical findings report was presented at the July 2022 meeting. Next steps include determining feasibility of in-lake chloride reduction activities (see Item 5D for proposed scope and budget) and city sampling of the stormwater pond at their maintenance facility. Project website: www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project

2021 Mt. Olivet Stream Restoration Project (ML-20) (No change since July): The feasibility study for this project was approved in May 2020 with Alternative 3 being approved for the drainage improvement work. After a public hearing was held with no public in attendance, the Commission ordered the project on September 17, 2020 and entered an agreement with the city of Plymouth to design and construct the project. The city hired WSB for project design which is currently underway. 60% design plans were approved in June. 90% plans were approved at the August. Construction is complete and vegetation is currently being established. www.bassettcreekwmo.org/projects/all-projects/mt-olivet-stream-restoration-project

2021 Main Stem Lagoon Dredging Project (BC-7) (No change since August): The feasibility study for this project was approved in May 2020 with Alternative 2-all (dredge all three lagoons to 6-foot depth) being approved. After a public hearing was held with no public in attendance, the Commission ordered the project on September 17, 2020. Rather than entering an agreement with a separate entity to design and construct this project, the Commission will implement the project in close coordination with the MPRB. At their meeting in November, the Commission approved a timeline for implementation and the Commission Engineer was directed to prepare a scope of work for project design and engineering. The engineering scope and budget were approved at the May 2021 meeting. Design and permitting got underway in summer 2021. Dredging of all three lagoons is planned for winter 2022/2023. A grant agreement for the \$250,000 Watershed Based Implementation Funding grant was approved at the January 2021 meeting. The project work plan was approved by BWSR. In the spring 2021 the Commission approved a grant agreement for a Hennepin County Opportunity Grant for this project. An Environmental Assessment Worksheet was approved by the Commission at their October 2021 meeting and was submitted for a 30-day comment period by the City of Golden Valley as the RGU. A meeting of project stakeholders was held December 7th and 50% designs were approved at the December 2021 meeting. Comments were received on the EAW from multiple review agencies and one private citizen. Agency comments were relatively minor and expected. Comments from the citizen were more complex and detailed. Responses to comments were developed the RGU (city of Golden Valley) made an official declaration that no Environmental Impact Statement is needed. Staff reviewed a request from a resident to add “safety” benches to the ponds, reviewed reference materials and discussed in detail with MPRB. Determined safety benches aren’t appropriate or needed for this project and responded to the resident. 90% plans were approved at the June meeting along with direction to the Commission Engineers to finalize plans, prepare bid documents, and solicit bids. The Commission will review and consider bids at a future meeting. Project permitting and final surveying is underway. Project website: www.bassettcreekwmo.org/projects/all-projects/bassett-creek-main-stem-lagoon-dredging-project

2022 Medley Park Stormwater Treatment Facility (ML-12): The feasibility study for this project is complete after the Commission Engineer’s scope of work was approved last August. City staff, Commission Engineers and I collaborated on developing materials for public engagement over the fall/early winter. A project kick-off meeting was held in September, an internal public engagement planning meeting was held in October, and a Technical Stakeholder meeting with state agencies was held in November. A [story map of the project](#) was created and a survey to gather input from residents closed in December. Commission Engineers reviewed concepts and cost estimates have been reviewed by city staff and me. Another public engagement session was held in April to showcase and receive feedback on concept designs. The feasibility report was approved at the June meeting with a decision to implement Concept #3. At the July meeting the Commission directed staff to submit a Clean Water Fund grant application, if warranted. A grant application was developed and submitted. Funding decisions are expected in early December. A public hearing on this project was held in September with no members of the public attending. In September, a resolution was approved to officially order the project, submit levy amounts to the county, and enter an agreement with the city to design and construct the project. The city hired Barr Engineering to develop the project designs which are now underway. The BCWMC received a \$300,000 Clean Water Fund grant from BWSR in December 2021. 50% design plans were approved in February. A public open house on the project was held March 3rd at Brookview. A grant work plan was developed in March and a grant agreement was approved at the March meeting. 90% plans were approved at the May meeting. Bid documents were posted in mid-August; bid opening scheduled for September 8th. www.bassettcreekwmo.org/projects/all-projects/medley-park-stormwater-treatment-facility

2022 SEA School-Wildwood Park Flood Reduction Project (BC-2, 3, 8, 10): The feasibility study for this project is complete after the Commission Engineer’s scope of work was approved last August. A project kick-off meeting with city staff was held in late November. Meetings with city staff, Robbinsdale Area School representatives, and technical stakeholders were held in December, along with a public input planning meeting. A virtual open house video and comment form were offered to the public including live chat sessions on April 8th. The feasibility study report was approved in June with a decision to implement Concept #3. A public hearing on this project was held in September with no members of the public attending. In September, a resolution was approved to officially order the project, submit levy amounts to the county, and enter an agreement with the city to design and construct the project. The city hired Barr Engineering to develop the project designs which are now underway. A virtual public open house was held February 3rd. 50% Design Plans were approved at the January meeting. 90% plans are being developed but are slightly behind schedule to allow for additional engagement with Robbinsdale Area Schools. A public open house is scheduled for September 29th (see online calendar) www.bassettcreekwmo.org/projects/all-projects/sea-school-wildwood-park-flood-reduction-project.

Administrator Report August 8 – September 6, 2022

Subject	Work Progress
Education and Outreach	<ul style="list-style-type: none"> Corresponded with city staff, WWMA contractor and commissioners about outreach events in Robbinsdale and Golden Valley
CIP	<ul style="list-style-type: none"> <u>Bryn Mawr Meadows Water Quality Improvement Project</u>: Corresponded with MPRB re: Commission approval of MPRB recommendation to award construction contract <u>Main Stem Lagoon Dredging Project</u>: Reviewed and edited FAQs document drafted by MPRB staff; participated in virtual meeting with Commission Engineer and Loppet staff <u>Sweeney Lake Water Quality Improvement Project</u>: Discussed bid for alum treatment with Commission Engineer
Henn Co. Chloride Initiative	<ul style="list-style-type: none"> Corresponded with partners and marketing firm re: next steps, pilot program for marketing campaign, and train the trainer options Reviewed marketing campaign final video Reviewed and commented on presentation to target audience Reviewed webpage and provided comments Gathered proposals for use of remaining grant funds Set large group HCCI meeting, prepared agenda and materials
Administration	<ul style="list-style-type: none"> Developed agenda; reviewed invoices and submitted expenses spreadsheet to Redpath; reviewed bank statements and financial report; reviewed memos and documents for Commission meeting; disseminated Commission meeting information to commissioners, staff, and TAC; updated online calendar; participated in pre-meeting call with Chair Cesnik and Commission Engineer; drafted meeting follow up email; ordered catering for September Commission meeting; confirmed Westwood Nature Center meeting location and tour Sent email to commissioners with updates and events; requested volunteers for September 25th event Cancelled September TAC meeting Updated development review fee schedule documents and posted online Corresponded with resident, city staff, and Commission Engineers re: blue green algae in Winnetka Pond Prepared and sent invoice to Crystal for project review expenses related to new dog park and began preparing invoice for Currie Commons developer for review expenses Reviewed MAWD strategic plan Participated in virtual meeting with Met Council staff and other delegates to prep for One Water Summit; submitted information and session attendance plans to Met Council Participated in meeting with city of Medicine Lake officials and consultants and Commission Engineer re: floodplain impacts related to lift station construction Reviewed and revised resolution certifying costs to Hennepin County for 2023 levy; checked in with county staff on potential to shift funds from one project to another within maximum levy cap Began drafting August meeting minutes
Intern Guidance	<ul style="list-style-type: none"> Met with Juan to discuss and review tasks and progress Prepared materials for Juan to complete and provided guidance for presentation on public input to Commissioners Had final lunch meeting with Juan, Chair Cesnik, Alt. Commissioner Black
Grant Work	<ul style="list-style-type: none"> Updated BCWMC grant tracking spreadsheet Prepared and submitted financial documentation to MPCA for review of 319 Sweeney Lake WQ Improvement Project
2025 Watershed Management Plan	<ul style="list-style-type: none"> Reviewed/edited scope for analysis of challenging issues Met with Metro Blooms staff re: outreach in Minneapolis neighborhoods Corresponded with Harrison and Bryn Mawr Neighborhoods regarding outreach opportunities Submitted press release on plan development and public input to Sun Post and Sun Sailor Submitted press kit materials to MPRB Reviewed public survey responses