



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: June 10, 2021

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: **Background Information for 6/17/21 BCWMC Meeting**

1. **CALL TO ORDER and ROLL CALL**
2. **PUBLIC FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**
4. **CONSENT AGENDA (10 minutes)**
 - A. Approval of Minutes – May 20, 2021 Commission Meeting- **ACTION ITEM with attachment**
 - B. Acceptance of June Financial Report - **ACTION ITEM with attachment**
 - C. Approval of Payment of Invoices - **ACTION ITEM with attachments (online) – I reviewed the following invoices and recommend approval of payment.**
 - i. Keystone Waters, LLC – May 2021 Administrative Services
 - ii. Keystone Waters, LLC – May 2021 Printing Expenses
 - iii. Barr Engineering – May 2021 Engineering Services
 - iv. We All Need Food and Water – May 2021 Administrative and Education Services
 - v. Kennedy & Graven – April 2021 Legal Services
 - vi. Stantec – May WOMP Services
 - vii. Redpath – April Accounting Services
 - viii. MMKR – 2020 Financial Audit
 - ix. League of MN Cities Insurance Trust P&C – 2021 Commission Insurance
 - D. Approval of Feasibility Study for SEA School-Wildwood Park Flood Reduction Project – **ACTION ITEM with attachment (full document online) – At the May meeting, the Commission received a presentation on the draft feasibility study for this project. The Commission approved the draft study with suggested minor edits. The Commission also approved implementation of Concept #3. Staff recommends approval of the final feasibility report.**
 - E. Approval of Proposal for Bryn Mawr Meadows Water Quality Improvement Project Design by Commission Engineer Conditioned on Fully Executed Bryn Mawr Design Agreement – **ACTION ITEM with attachment – At the May meeting, the Commission reviewed a proposal for design of this project by the Commission Engineer. Staff was directed to coordinate with the MRPB to address multiple assumptions in the proposal and bring a revised proposal to this meeting on the consent agenda. After discussions with MPRB staff, most assumptions were removed from the proposal and the proposal was revised to align with provisions of the agreement in Item 5E. Staff recommends approval of this proposal contingent on the full execution of the agreement with MPRB and city of Minneapolis (Item 5E).**
 - F. Approval to Set Technical Advisory Committee Meeting to Discuss Bassett Creek Hydrologic & Hydraulic Model and Four Seasons CIP Project Options – **ACTION ITEM no attachment – Through the FEMA floodplain and mapping project, the Commission Engineers updated the XP-SWMM model. The TAC should discuss the benefits and appropriate timing for recommending that the Commission formally adopt the new**

model and start using it as the BCWMC jurisdictional floodplain. Further, the City of Plymouth is now pursuing purchase of the Four Seasons Mall property from Walmart. The TAC should discuss options and timing for implementing the Four Seasons CIP Project under possible city ownership. This may include discussion on the implications of demolishing the existing building and stormwater management requirements for future, phased redevelopment.

- G. Approval of Reimbursement to Chair Cesnik for Salt Symposium Registration – **ACTION ITEM no attachment** – The [Annual Salt Symposium](#) is scheduled for August 3rd and 4th online. Chair Cesnik would like to attend the event and requests reimbursement for registration costs up to \$200 for two days. The 2021 BCWMC Education Budget includes \$500 for Commissioner Training and Events. Staff recommends approval.
- H. Approval for Administrator Jester to Attend Salt Symposium – **ACTION ITEM no attachment** – I am also requesting the ability to attend the Salt Symposium in early August for registrations costs up to \$200 and the time to attend up to 12 hours of presentations and discussions.

5. BUSINESS

- A. Consider Approval of 60% Design Plans for Parkers Lake Drainage Project and Mt. Olivet Stream Restoration Project (30 min) – **ACTION ITEM with attachments (WSB memo and plan set online)** – At its meeting in September 2020, the Commission entered an agreement with the City of Plymouth to design and construct these projects. The city's consultant, WSB, will give a presentation of the 60% design plans and the Commission Engineer will provide an overview of their review. Staff recommends conditional approval of the plans with comments addressed prior to submittal of the 90% plans.
- B. Consider Approval of Feasibility Study and Choose Concept to Implement for Medley Park Stormwater Treatment Facility Project (25 min) – **ACTION ITEM with attachments (full documents online)** – At the May meeting, the Commission received a presentation of the draft feasibility study for this project. After considerable discussion about the various concepts and pollutant removal capabilities, the Commission requested that additional evaluation and information be included in the final report for consideration at this meeting. The attached cover memo from the Commission Engineer includes details on changes made to the report. Staff recommends approval of the report and implementation of Concept #3.

BREAK

- C. Set Maximum Levy for 2022 Capital Improvement Projects (15 min) – **ACTION ITEM with attachment** – A maximum 2022 levy amount for collection by Hennepin County on behalf of the Commission must be set at this meeting. Staff recommends a levy of \$1.7M for the projects listed in the attached table and assumes the approval of Concept 3# for the Medley Park Stormwater Treatment Facility. The Commission can lower the levy request when it submits its final levy amount in September of this year, but it cannot request a higher levy.
- D. Consider Approval of Hollydale Development Project, Plymouth (15 min) – **ACTION ITEM with attachment** - The proposed project is located in the Plymouth Creek subwatershed at the former Hollydale Golf Course and includes site demolition and construction of a 229 single-family home development including streets, house pads, utilities, and stormwater management resulting in 112 acres of land disturbance. The proposed project creates 34.7 acres of new and fully reconstructed impervious surfaces. The project increases floodplain storage, goes beyond BCWMC requirements for rate control, and meets BCWMC requirements for water quality primarily using stormwater reuse. Due to its size and complexity, staff will briefly review the project and answer questions. Staff recommends conditional approval with comments included in the attached review memo.

- E. Consider Approval of Bryn Mawr Design Agreement with Minneapolis Park and Rec Board and City of Minneapolis (15 min) – ACTION ITEM with attachment – *This project will be constructed in conjunction with the redevelopment of the Bryn Mawr Meadows Park by MRPB. The feasibility study for this project was approved January 2019 and includes components on parkland and with city of Minneapolis rights-of-way. The Commission Engineer is slated to design the CIP project, in close coordination with MRPB park design consultants. (The proposal for the design work was discussed at the May meeting and is included on the consent agenda above.) The attached agreement lays out roles and responsibilities regarding design phase of this project among the Commission, MRPB, and the city of Minneapolis. It was discussed and negotiated over several months among all parties’ staff and legal counsel. Input was also gathered from Commissioner Welch. This agreement is also being considered by the MRPB Board of Commissioners and the Minneapolis City Council this month. Staff recommends approval.*

- F. Review Status of 2021 Operating Budget (10 min) – INFORMATION ITEM (see Item 4B) – *The end of May marks one third of the way through the Commission’s fiscal year as shown in the June financial report (Item 4B). For the most part, expenses are in line with expectations for this time of year. Expenses for my time (“Administrator” line item) were higher than expected. However, the beginning of the year was unusually busy due to items such as grant reporting, Bryn Mawr agreement discussions, Hennepin County Chloride Initiative coordination, work on outreach and reviews of multiple CIPs, Twin Lake riparian issues, MAWD meetings and committee work, and participation on environmental justice committees. I expect that time commitments will be reduced over the remainder of the year. No budget amendments are recommended at this time.*

- G. Consider Approval of Budget Committee Recommendations for Proposed 2022 Operating Budget (20 min) – ACTION ITEM with attachment – *The proposed 2022 Operating Budget was briefly discussed at the May meeting. The Budget Committee met on June 7th to further refine its recommendations. The attached memo outlines the committee’s recommendations which are reflected in the attached budget documents. Staff recommends approval of the proposed budget to be submitted to member cities for review and comment.*

6. COMMUNICATIONS (10 minutes)

- A. Administrator’s Report
 - i. Future Meetings Format and Options
- B. Chair
- C. Commissioners
- D. TAC Members
 - i. Update on Four Seasons Mall Site
 - ii. Update on Beacon Heights 2nd Addition Stormwater Improvement Project
- E. Committees
- F. Education Consultant
 - i. New Video and Making Connections Series
- G. Legal Counsel
- H. Engineer
 - i. Update on 2021 Monitoring Activities

7. INFORMATION ONLY (Information online only)

- A. BCWMC Administrative Calendar
- B. CIP Project Updates <http://www.bassettcreekwmo.org/projects>
- C. Grant Tracking Summary and Spreadsheet

- D. [Freshwater Virtual Gala “Water Connects Us Celebration”](#)
- E. WCA Notices of Application, Plymouth
- F. WCA Notice of Decision, Plymouth

8. ADJOURNMENT

Upcoming Meetings & Events

- Mt. Olivet & Parkers Lake Stream Restoration Project Public Open House: Wed June 16th, 5:00 p.m. via Zoom (Registration required: <https://us02web.zoom.us/meeting/register/tZUtceCorDMoG93GNs7YCCnQCLYofS7onD1H>)
- Freshwater Virtual Gala “Water Connects Us Celebration”: Thursday, June 24th, 6:30 p.m., free event, more information and registration: <https://freshwater.org/water-connects-us/>.
- Bassett Creek Watershed Mgmt Commission Meeting: Thursday July 15th, 8:30
- Metro MAWD Meeting (online): Thursday July 20th, 7:00 p.m.
- MAWD Summer Meeting (online): Thursday July 22nd, 1:00 p.m.
- Annual Salt Symposium (online): August 3rd and 4th
 - A.