



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: April 14, 2022

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 4/21/22 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 – March 17, 2022 Commission Meeting- ACTION ITEM with attachment

 - B. Acceptance of April 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 – March 2022 Administrative Services
 - ii. Keystone Waters, LLC – March 2022 Meeting Expenses
 - iii. Barr Engineering – March 2022 Engineering Services
 - iv. Kennedy & Graven – February 2022 Legal Services
 - v. Redpath – March 2022 Accounting Services
 - vi. Jan Voit – March 2022 Administrative Services
 - vii. Stantec – WOMP Services
 - viii. MN Assoc. of Watershed Districts – 2022 Membership Dues
 - ix. Three-One-Six Bar and Grill – Meeting Catering

 - D. Approval to Appoint Administrator as BCWMC Representative for Watershed Based Implementation Funding Convene Process – ACTION ITEM no attachment – Approximately \$88,000 in Clean Water Funds were awarded to the Bassett Creek Watershed to be allocated to one or more water quality improvement projects over the next biennium. To access the funds, a “convene” meeting must be held with an official representative from BCWMC, representatives from Hennepin County and MN Board of Water and Soil Resources (BWSR), and two official city representatives. This group will discuss and decide which eligible project(s) (city or watershed projects) should receive the funding. As with the last convene meeting process two years ago, I recommend the BCWMC appoint me to officially represent the watershed due to my knowledge of BCWMC projects, programs, and funding needs. Alternatively, a commissioner or different staff member can be appointed to represent the watershed. The convene meeting itself will be open to other attendees as well. Learn more about the “convene” process at: http://bwsr.state.mn.us/sites/default/files/2021-11/Convene_Process_Metro_WBIF_FY22-23_0.pdf.

 - E. Approval to Execute Contract with PLM Lake & Land Management for Curly-leaf Pondweed Treatment, Medicine Lake – ACTION ITEM no attachment – As in years past, the Commission received a MnDNR permit to chemically treat curly-leaf pondweed in Medicine Lake. This year a [Lake Vegetation Management Plan \(LVMP\)](#) for Medicine was also approved by the Commission (at the March meeting) and by the DNR. The exact herbicide(s) to be used and extent of the treatment areas are still being evaluated in collaboration with DNR and TRPD, so a contract with an herbicide applicator has not yet been finalized. Treatments should be applied during a specific window of water temperatures, likely in May or early June. Staff recommends approval to execute a contract with PLM Lake and Land

Management similar in form to previous years and upon meeting the satisfaction of the Commission attorney. PLM has performed treatments in the past with good results and is familiar with the lake. While the treatment is expected to be more expensive this year due to the ability to treat a much larger area (through approval of the LVMP), funding is included in the APM/AIS budget line and TRPD shares the cost of the treatment. Further, BCWMC was recently selected by lottery to receive \$10,000 in MnDNR grant funds for the treatment. Other funding partners may also be sought.

- F. Approval of Agreement with Met Council for 2022 Citizen Assisted Monitoring Program (CAMP) – **ACTION ITEM with attachment** – *Staff recommends approval of the annual agreement with Met Council to cooperate in the CAMP which uses volunteers to collect water samples and data on 10 BCWMC lakes. The Commission Legal Counsel reviewed the agreement. More information on the CAMP is found here: <https://metro council.org/Wastewater-Water/Services/Water-Quality-Management/Lake-Monitoring-Analysis/Citizen-Assisted-Monitoring-Program.aspx>*
- G. Approval to Execute Lawns to Legumes Grant Agreement – **ACTION ITEM no attachment** – *The BCWMC was recently awarded a \$20,000 Lawns to Legumes grant for Phase 2 of the Resilient Yards for Pollinator Conservation in Northside Minneapolis to be implemented through Metro Blooms. (A similar grant for “Phase 1” was awarded in 2020 and is nearing completion.) The actual grant agreement is not yet available from the State. In order to begin work as soon as possible, staff requests authorization to enter into a Lawns to Legumes Neighborhood Demonstration Program Grant Agreement with BWSR, provided that the agreement meets the satisfaction of the Commission attorney. More information on the program is found here: <http://bwsr.state.mn.us/l2l>.*
- H. Approval to Execute Grant Sub-contract with Metro Blooms for Lawns to Legumes Project – **ACTION ITEM with attachment** – *With approval of the grant agreement in 4G, it would be appropriate to execute a sub-grant agreement with Metro Blooms to implement the project as with Phase 1 in 2020. As with Phase 1, Metro Blooms will implement all aspects of the project and will provide all necessary documentation for grant reporting. Metro Blooms has been building relationships with community members and successfully carrying out project goals on behalf of BCWMC. Attorney Anderson reviewed the attached sub-grant agreement. Staff recommends approval with execution only after full execution of the grant agreement with BWSR.*
- I. Approval of Bryn Mawr Meadows Park Improvements, Minneapolis – **ACTION ITEM with attachment** – *The proposed project includes reconstruction of a parking lot, entrance road, and trails, and installation of best management practices resulting in 19 acres of disturbance and 4.6 acres of reconstructed impervious surfaces, with a decrease of 0.4 acres of impervious surfaces. The project will be constructed in conjunction with, but is separate from, the BCWMC Bryn Mawr Meadows Water Quality Improvement Project (2021 CIP Project BC-5). The proposed project results in 3,700 yd³ of floodplain fill and 8,000 yd³ of compensating storage, resulting in a net gain of 4,300 yd³ of floodplain storage. Rate control and water quality requirements will be met with filtration basins. Staff recommends approval.*
- J. Approval of Bassett Creek Dog Park Project, Crystal – **ACTION ITEM with attachment** – *The proposed project is located along the North Branch of Bassett Creek in Bassett Creek Park, Crystal. The work includes construction of a new dog park, associated parking lots, and other site improvements including fence, trails, and utilities resulting in 4.34 acres of disturbance. The project creates 0.76 acres of new and fully reconstructed impervious surfaces, including an increase of 0.19 impervious surfaces. The project will result in 1 yd³ of floodplain fill and 53 yd³ of compensating storage, resulting in a net gain of 52 yd³ of floodplain storage. Rate control and water quality requirements do not apply due to the size of the project. Staff recommends approval.*

- K. Conditional Approval of Meadowbrook Elementary School Parking Lot Improvements, Golden Valley – **ACTION ITEM with attachment** – *The proposed project is in the Sweeney Lake subwatershed and includes a parking lot reconstruction and stormwater improvements resulting in 1.21 acres of land disturbance, creating 0.96 acres of new and fully reconstructed impervious surfaces, and an increase of 0.1 acres of impervious surfaces. Staff recommends conditional approval of the project as outlined in the attached memo.*

5. BUSINESS

- A. Receive Update and Consider Approvals for Schaper Pond Carp Management (20 min) – **ACTION ITEM with attachment** - *At the September 2021 meeting, the Commission approved an adaptive management approach to carp management in Schaper Pond, directed staff to investigate stocking panfish as a method to control carp reproduction, and directed staff to bring a scope and budget for carp removal activities should they become necessary this summer. The attached memo from the Commission Engineers includes a recommendation regarding panfish stocking and a scope and budget for carp removal.*
- B. Receive Overview of BCWMC Joint Powers Agreement (30 min) – **INFORMATION ITEM with attachment** – *At the March meeting, the Commission agreed that a presentation with an overview of the Joint Powers Agreement (JPA) by Commission Attorney Anderson would be beneficial for the Commission as the current JPA expires January 1, 2025 and some revisions to the document may be considered in the coming months and years. Attorney Anderson prepared the attached overview and will present information and answer questions about the JPA at this meeting. The JPA is found on the [BCWMC website under Document – Policy Documents](#).*
- C. Consider Recommendations from Technical Advisory Committee (20 min) – **ACTION ITEM with attachment** – *The TAC met on March 18th to discuss item related to the Flood Control Project and to review the 5-year Capital Improvement Program (CIP). The attached memo includes their recommendations.*

BREAK (at Chair’s discretion)

- D. Consider Approval of Scope and Budget for Analysis of Alternatives to Jevne Park CIP Project (20 min) - **ACTION ITEM with attachment** – *At the meeting in March, the Commission directed the Commission Engineer to develop a scope and budget for analyzing alternatives to the Jevne Park CIP Project. The attached memo presents the recommended scope and budget for the Commission’s consideration.*
- E. Receive Update on Watershed Management Planning Process (15 min) – **INFORMATION ITEM with attachments online** – *Initial stakeholder engagement activities are underway for the 2025 Watershed Management Plan, following the scope and budget approved at the February meeting (and included in final form as [Item 7D](#) in the March meeting packet). A planning webpage is in development and will house all public documents related to plan development. The following documents (currently available in the online meeting packet) were recently drafted. The Stakeholder Engagement Plan was reviewed by BWSR; the official notification letters were sent to member cities, review agencies, and local stakeholders; and a fact sheet and city input form were sent to cities.*
- i. Stakeholder Engagement Plan
 - ii. Official Notification Letters
 - iii. Plan Process Overview Fact Sheet
 - iv. City Input Form

6. COMMUNICATIONS (10 minutes)

- A. Administrator's Report - **INFORMATION ITEM with attachment**
 - i. Update on Intern from Dougherty Family College
 - ii. Update on 2022 Chloride Monitoring in Lakes
 - iii. Celebration of Haha Wakpadan (Bassett Creek) Oral History Project
- B. Chair
- C. Commissioners
- D. TAC Members
 - i. Standing TAC Meetings
- E. Committees
 - i. Budget Committee
- F. Legal Counsel
- G. Engineer

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. Met Council Water Resources Update
- E. Smart Salting Legislation Support Letter
- F. Adopt a Shoreline Program - <https://freshwater.org/adopt-a-river/>
- G. Wetland Conservation Act Notices: Plymouth, Medicine Lake, Golden Valley

8. ADJOURNMENT

Upcoming Meetings & Events

- Metro MAWD – Tuesday April 19th, 7:00 p.m. via Zoom
- Discover Plymouth – Saturday April 23rd, 9:00 a.m. – 2:00 p.m., Plymouth Community Center
- Equity in Watershed Management Workshop – Monday April 25th, 6:00 – 8:00 p.m., Crystal Community Center
- MN Stormwater Committee Walking Tour of Bassett Creek – Thursday April 28th 3:00 – 5:00 p.m., meet at Utepils, Minneapolis; (Free, register at <http://cswea.org/minnesota/events/upcoming-events/>)
- BCWMC Budget Committee Meeting – Monday May 2nd 10:00 a.m., Sweeney Lake Room, Brookview