



## Bassett Creek Watershed Management Commission

Regular Meeting

Thursday, October 15, 2015

8:30 – 11:00 a.m.

Council Conference Room, Golden Valley City Hall, 7800 Golden Valley Rd., Golden Valley MN

### AGENDA

1. **CALL TO ORDER and ROLL CALL**
2. **CITIZEN FORUM ON NON-AGENDA ITEMS** - *Citizens may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, with the exception of referral to staff or a Commissions Committee for a recommendation to be brought back to the Commission for discussion/action.*
3. **APPROVAL OF AGENDA**
4. **CONSENT AGENDA**
  - A. Approval of Minutes - September 17, 2015 Commission Meeting
  - B. Approval of October 2015 Financial Report
  - C. Approval of Payment of Invoices
    - i. Keystone Waters, LLC – September 2015 Administrator Services
    - ii. Barr Engineering – September 2015 Engineering Services
    - iii. Amy Herbert – September 2015 Secretarial Services
    - iv. ACE Catering – October 2015 Meeting Refreshments
    - v. Wenck – September 2015 WOMP Monitoring
    - vi. HDR – August 2015 Website Redesign Project
    - vii. Kennedy Graven – August 2015 Legal Services
  - D. Approval to Set BCWMC Technical Advisory Committee Meeting for November 5, 2015
  - E. Approval of City of Minneapolis Reimbursement Request for CR2012 Main Stem Restoration Project
  - F. Approval of Residential Project in Golden Valley
  - G. Approval of User Agreement with Hennepin County for Use of Pictometry Data
5. **BUSINESS**
  - A. Receive Financial Accounting of Watershed Management Plan Development
  - B. Consider Ordering Feasibility Study for Bassett Creek Main Stem Restoration Project, Minneapolis (2017CR-M)
  - C. Receive Update on XP-SWMM Phase II Project
  - D. Receive Update on Feasibility Study for 2017 Plymouth Creek Restoration Project
  - E. Receive Update on Website Redesign Project
  - F. Consider Administrator Request to Attend Minnesota Association of Watershed District's Annual Conference
6. **COMMUNICATIONS**
  - A. Administrator's Report
    - i. Reminder of Wednesday November Commission Meeting
    - ii. Report on NEMO Winter Maintenance Workshop
  - B. Chair
  - C. Commissioners
    - i. Report on Golden Valley Arts and Music Festival

- ii. Report on Water Resources Conference
- D. TAC Members
- E. Committees
- F. Legal Counsel
- G. Engineer

**7. INFORMATION ONLY (Information online only)**

- A. CIP Project Update Chart
- B. Grant Tracking Summary and Spreadsheet
- C. WMWA Water Links Newsletter
- D. BCWMC Volunteer Appreciation Press Release

**8. ADJOURNMENT**

**Upcoming Meetings & Events**

- Plymouth Creek Restoration Project Public Input Meeting: Monday October 26<sup>th</sup>, 7:00 p.m., Plymouth City Hall
- BCWMC Technical Advisory Committee Meeting: Thursday November 5<sup>th</sup>, 1:30 p.m., Golden Valley City Hall
- BCWMC Regular Meeting: **WEDNESDAY** November 18<sup>th</sup>, 8:30 a.m. Golden Valley City Hall

**Future Commission Agenda Items list**

- Address Organizational Efficiencies
- Finalize Commission policies (fiscal, data practices, records retention, roles and responsibilities, etc.)
- Presentation on joint City of Minnetonka/ UMN community project on storm water mgmt
- State of the River Presentation
- Presentation on chlorides



## Bassett Creek Watershed Management Commission

### AGENDA MEMO

Date: October 7, 2015

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: **Background Information for 10/15/15 BCWMC Meeting**

1. **CALL TO ORDER and ROLL CALL**
2. **CITIZEN FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM**
4. **CONSENT AGENDA**

- A. Approval of Minutes – September 17, 2015 Commission meeting- **ACTION ITEM with attachment**
- B. Approval of October 2015 Financial Report - **ACTION ITEM with attachment**
- C. Approval of Payment of Invoices - **ACTION ITEM with attachments**
  - i. Keystone Waters, LLC – September 2015 Administrator Services
  - ii. Barr Engineering – September 2015 Engineering Services
  - iii. Amy Herbert – September 2015 Secretarial Services
  - iv. ACE Catering – October 2015 Meeting Refreshments
  - v. Wenck – September 2015 WOMP Monitoring
  - vi. HDR – August 2015 Website Redesign Project
  - vii. Kennedy Graven – August 2015 Legal Services
- D. Approval to Set BCWMC Technical Advisory Committee Meeting for November 5, 2015 – **ACTION ITEM no attachment** - *The TAC meeting held on September 8<sup>th</sup> included productive discussions on the Channel Maintenance Fund policy a Channel Maintenance Fund request from Crystal, and the Roles & Responsibilities for Flood Control Project Rehab and Replacement. However, each of these items requires further discussion at a future meeting. Staff recommends setting a BCWMC TAC meeting for Thursday November 5<sup>th</sup> at 1:30 p.m. at the Golden Valley City Hall.*
- E. Approval of City of Minneapolis Reimbursement Request for CR2012 Main Stem Restoration Project – **ACTION ITEM with attachment** – *On 9/15/11, the Commission entered an agreement with the City of Minneapolis to design and construct the CR2012 Main Stem Restoration Project. The project is largely complete and the City is requesting a reimbursement for \$555,322.76. Staff reviewed the invoices and documentation accompanying the reimbursement request and recommends approval of the request.*
- F. Approval of Residential Project in Golden Valley – **ACTION ITEM with attachment** - *The proposed project includes landscaping and installation of a berm to improve the flood protection at a single family home in Golden Valley, in the Bassett Creek Main Stem subwatershed. Approximately 2,900 square feet will be graded to construct the project which results in no change in the impervious surface of the parcel. The project is located within the Bassett Creek floodplain. Although the project will result in 50 cubic feet of fill within the floodplain, the project will provide 50 cubic feet of compensatory storage on the site, immediately adjacent to the floodplain. Staff recommends approval of the project.*
- G. Approval of User Agreement with Hennepin County for Use of Pictometry Data – **ACTION ITEM with attachment** – *Hennepin County is offering free access to pictometry data through user agreements (attached) with authorized political units such as the BCWMC. Pictometry is aerial imagery that shows the fronts and sides of buildings and locations on the ground. The data may be useful for Commission projects or development reviews. The BCWMC's legal counsel reviewed the agreement and, aside from correcting the BCWMC organization name at the beginning of the document, has no concerns about entering this agreement. Staff recommends approving the agreement. The Commission Engineer will be the designated user of the data on behalf of the Commission.*

### 5. BUSINESS

- A. Receive Financial Accounting of Watershed Management Plan Development – INFORMATION ITEM with attachment – *With the Watershed Plan complete and distributed (CDs and paper copies will be distributed at this meeting), it's time to look back at the whole process and the finances of the Plan's development. Attached is a memo and table with a review of these items. Staff will further elaborate and/or answer questions of the Commission.*
- B. Consider Ordering Feasibility Study for Bassett Creek Main Stem Restoration Project, Minneapolis (2017CR-M) – ACTION ITEM with attachment – *This item was tabled at the September Commission meeting with an amended motion by Alternate Commissioner Scanlan and second by Commissioner Mueller for the City of Minneapolis to move forward with the feasibility study for reaches 1 and 2 as presented in the proposal from Barr Engineering. The item was tabled after comments from me and some Commissioners stating the need for more detail within the feasibility study proposal. Since the September meeting, the City of Minneapolis has requested that the Commission coordinate the feasibility study, rather than the City coordinating the study under an agreement between the City and the Commission. Therefore, the revised proposal presented here is addressed to the Commission. It was revised to incorporate additional detail, including the [BCWMC Feasibility Criteria](#). I recommend a withdrawal of the motion from the September meeting and a new motion ordering the feasibility study, to be coordinated by the Commission, for all three reaches of the Bassett Creek Main Stem for an amount not to exceed \$86,800 as presented in the attached proposal.*
- C. Receive Update on XP-SWMM Phase II Project – INFORMATION ITEM with attachment – *At the April 2015 meeting, the Commission directed the Commission Engineer to begin work on the XP-SWMM Phase II Project following the scope of work outlined in a [memo from the Commission Engineer](#). At the August 2015 meeting, at the request of the Commission, the Commission Engineer presented [further detail](#) regarding the tasks that will be completed as part of the project. The project is well underway with several tasks complete or nearly complete. The Commission Engineer drafted the project update attached and is happy to answer questions from the Commission about progress of the project.*
- D. Receive Update on Feasibility Study for 2017 Plymouth Creek Restoration Project – INFORMATION ITEM with attachment – *The Commission Engineer and I, with assistance from Plymouth city staff, are working on the feasibility study. A public open house and input meeting will be held at Plymouth City Hall on 10/26, 7:00 – 8:30 p.m. Attached is the letter to be mailed to area residents on 10/12. A similar notice will be posted at Plymouth Creek Park in hopes of engaging users of the disc golf course that spans the creek within the restoration area. To date, the Commission Engineer completed initial site visits and geomorphic assessments, reviewed background information and available modeling, completed field work for wetland delineation and Phase I environmental assessment, initiated a cultural and historical resources review with a subcontractor, and began developing initial concepts to discuss with stakeholders.*
- E. Receive Update on Website Redesign Project – INFORMATION ITEM no attachment – *I am meeting with the web designer on 10/8 and will provide a verbal update to the Commission on the progress of the website at this meeting.*
- F. Consider Administrator Request to Attend Minnesota Association of Watershed District's Annual Conference – ACTION ITEM with attachment – full document online – *I am requesting approval to attend the [MAWD conference](#) December 3<sup>rd</sup> and 4<sup>th</sup> in Alexandria again this year, including the pre-conference workshop: "Community Response to Changing Landscapes and Climate: Identifying Barriers and Opportunities for Adaptation Planning in our Watersheds." Highlighted titles in the attached conference agenda are sessions I am interested in attending on behalf of the Commission. Total expenses (plus my time in conference sessions) would not exceed \$545 and would fit within the 2015 Administrator budget. (Expenses = \$100 workshop + \$185 conference registration + \$100 one night lodging + \$160 mileage)*

## 6. COMMUNICATIONS

- A. Administrator's Report – *written memo is attached*
- a. Reminder of Wednesday November Commission Meeting

- b. Report on NEMO Winter Maintenance Workshop
- B. Chair
- C. Commissioners
  - a. Report on Golden Valley Arts and Music Festival
  - b. Report on Water Resources Conference
- D. TAC Members
- E. Committees
- F. Legal Counsel
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**7. INFORMATION ONLY (Information online only)**

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## Bassett Creek Watershed Management Commission

### Minutes of Regular Meeting September 17, 2015 Golden Valley City Hall, 8:30 a.m.

#### Commissioners and Staff Present:

Crystal	Commissioner Guy Mueller, Vice Chair	Plymouth	Commissioner Ginny Black
Golden Valley	Alternate Commissioner Jane McDonald Black	Robbinsdale	Alternate Commissioner Michael Scanlan
Medicine Lake	Alternate Commissioner Gary Holter	St. Louis Park	Commissioner Jim de Lambert, Chair
Minneapolis	Commissioner Michael Welch	Administrator	Laura Jester
Minnetonka	<i>Not represented</i>	Attorney	Troy Gilchrist, Kennedy & Graven
New Hope	Commissioner John Elder	Engineer	Karen Chandler, Barr Engineering

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

Derek Asche, TAC, City of Plymouth	Richard McCoy, TAC, City of Robbinsdale
Steve Christopher, BWSR	Jeff Oliver, TAC, City of Golden Valley
Lois Eberhart, TAC, City of Minneapolis	Jacob Newhall, WSB & Assoc.
Harvey Feldman, Friends of Northwood Lake	David Stack, Friends of Bassett Creek
Erick Francis, TAC, City of St. Louis Park	Mark Ray, TAC, City of Crystal
Jere Gwin-Lenth, Friends of Northwood Lake	Greg Williams, Barr Engineering
Tyler Johnson, City of New Hope	Liz Stout, TAC, City of Minnetonka
Chris Long, TAC, City of New Hope	Andrea Weber, MPRB
Linda Loomis, Chair, Plan Steering Cmttee	

#### **1. CALL TO ORDER AND ROLL CALL**

On Thursday, September 17, 2015, at 8:32 a.m. in the Council Conference room at Golden Valley City Hall, Chair de Lambert called to order the meeting of the Bassett Creek Watershed Management Commission (BCWMC) and asked for roll call to be taken [Cities of Crystal and Minnetonka absent from roll call].

#### **2. CITIZEN FORUM ON NON-AGENDA ITEMS**

*[Commissioner Muller, City of Crystal arrived].*

No comments were presented.

### 3. AGENDA

Commissioner Mueller moved to approve the agenda as presented. Commissioner Black seconded the motion. Upon a vote, the motion carried 8-0 [City of Minnetonka absent from vote].

### 4. CONSENT AGENDA

Commissioner Elder moved to approve the Consent Agenda. Commissioner Black seconded the motion. Upon a vote, the motion carried 8-0 [City of Minnetonka absent from vote].

[The following items were approved as part of the Consent Agenda: the July 16, 2015, and August 20, 2015, meeting minutes, the September 2015 financial report, the payment of invoices, Approval of Commissioner Request for Reimbursement to Attend Minnesota Water Resources Conference, Approval of Cornerstone Creek Project in Golden Valley, Approval of the Sochacki Trail Paving Project in Robbinsdale, and Approval to Set November Commission Meeting for Wednesday, November 18, 2015.]

The general and construction account balances reported in the Fiscal Year 2015 Financial Report prepared for the September 17, 2015, meeting are as follows:

Checking Account Balance	\$616,572.28
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TOTAL GENERAL FUND BALANCE	\$616,572.28
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TOTAL CASH & INVESTMENTS ON-HAND (9/09/15)	\$3,862,573.60
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CIP Projects Levied – Budget Remaining	(\$4,014,653.13)
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Closed Projects Remaining Balance	\$152,079.53
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2012-2014 Anticipated Tax Levy Revenue	\$5,585.36
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2015 Anticipated Tax Levy Revenue	\$495,084.26
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Anticipated Closed Project Balance	\$348,590.09
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### 5. BUSINESS

#### A. Items Related to Adoption and Distribution of 2015-2025 BCWMC Watershed Management Plan

##### i. Review Draft Credits Page and Proposed Changes to Requirements Document (Appendix H)

Administrator Jester reviewed the draft credits page with the Commission and took note of requested edits. Commissioner Black moved to approve the credits page as amended. Commissioner Elder seconded the motion. Upon a vote, the motion carried 8-0 [City of Minnetonka absent from vote].

Administrator Jester described the proposed changes to the Requirements document. She explained

that the changes were to ensure that the document was consistent throughout and in-line with the policies in the 2015 Watershed Management Plan.

Commissioner Welch requested edits to wording in section 2.5, section 4.5.2, and section 4.5. He described the reasoning behind his and Alternate Commissioner Goddard's requested changes and offered new language. Commissioner Black moved to approve the Requirements document with the proposed changes and edits. Commissioner Mueller seconded the motion. Upon a vote, the motion carried 8-0 [City of Minnetonka absent from vote].

**ii. Review Transmittal Letter**

Administrator Jester explained that the transmittal letter needs to accompany the BCWMC's 2015 Watershed Management Plan when it is distributed after adoption. She noted that BWSR does not require written response to 90-day comments and instead requested that a summary of the changes resulting from the 90-day comments be included in the transmittal letter. Administrator Jester asked for comments on the letter and read aloud one revision requested by the Commission Engineer.

Commissioner Black moved to approve the transmittal letter as amended. Commissioner Elder seconded the motion. Upon a vote, the motion carried 8-0 [City of Minnetonka absent from vote].

**iii. Discuss Plan Printing and Distribution**

Administrator Jester reported that the cost of printing the plan is \$500 for a printing set up fee and \$80 per copy. She described printing options, stated that she recommends having Barr Engineering handle the printing, and asked who wanted a printed copy. She noted that some TAC members, state agencies, and other partners requested printed copies and that the Commission will have a few extra copies on hand for a total of 20 printed copies at current count. No Commissioners asked for printed copies indicating they could access the Plan online and/or with a CD copy. Commissioner Black moved to direct staff to print the number of copies already requested and including the printing of appendices A, B, and C. Commissioner Elder seconded the motion. The Commission discussed printing one for the Golden Valley library; Administrator Jester said she would request that the library have a printed copy available. Upon a vote, the motion carried 8-0 [City of Minnetonka absent from vote]. Administrator Jester said that staff plans to bring a full cost accounting of the entire Plan to the BCWMC's October meeting.

**iv. Receive Plan Approval Documents from BWSR**

Administrator Jester summarized the plan approval documents that the BCWMC received from BWSR. Mr. Christopher of BWSR commented that BWSR is impressed with the Commission's Plan development process.

**v. Consider Approval of Resolution Adopting Plan**

Commissioner Black moved to adopt the Resolution Adopting the Watershed Management Plan. Alternate Commissioner McDonald Black seconded the motion. Administrator Jester thanked Greg Williams of Barr Engineering for his work with the Commission on the plan. Upon a vote, the motion carried 8-0 [City of Minnetonka absent from vote].

**B. Consider Approval of Resolution of Appreciation for Plan Steering Committee Chair, Linda Loomis**

Chair de Lambert read aloud the resolution of appreciation for Plan Steering Committee Chair Linda Loomis. Commissioners and staff offered comments of appreciation for Ms. Loomis' work and time. Commissioner Welch moved to adopt the resolution. Commissioner Black seconded the motion. Upon a vote, the motion



carried 8-0 [City of Minnetonka absent from vote].

**C. Receive Presentation on Progress of Bassett Creek Main Stem Restoration Project Through Wirth Park (2012CR-M)**

Ms. Andrea Weber of the Minneapolis Park and Recreation Board displayed a map of the project location and gave a PowerPoint presentation. She summarized the project, noting that originally the project was to extend to Irving Avenue South but the MPRB scaled it back. She said this change was the only change in the project's overall scope. Ms. Weber talked about the change in the project at site 1, the Fruen Mill site, due to challenges with addressing floodplain and easement issues in that area. She explained that the work at site 1 was not included in the project bid award but the MPRB hopes to do restoration at that site in the future, noting that there are new property owners.

Ms. Weber showed slides of the restoration project work and described what has been completed. She mentioned side channel and trail work by the City of Minneapolis that was undertaken at the same time as the restoration project. Ms. Weber concluded by saying that the project work turned out well and the MPRB is pleased with the quality of the work performed by the contractor.

Administrator Jester commented that the BCWMC has received Clean Water Grant funding for this project and the BCWMC needs to receive a final report and final reimbursement request before the grant expires at the end of the year.

Commissioner Welch remarked that it would have been helpful to have had more frequent updates on this project. He said that there is a lot of disappointment in the community that the Fruen Mill site wasn't included. There was discussion about the Fruen Mill site. Ms. Weber and Ms. Eberhart answered specific questions about the project, including practices used in the area of site 6 and more information about the construction bid accepted for the project and its cost compared to the funds available to do the project.

Alternate Commissioner Scanlan said he was impressed by the area viewable from Golden Valley Road, noting it was the best improvement in the area in decades. Commissioner Welch said he believes the overall project is very good and that he's glad it was accomplished.

**D. Consider Approval of Proposal for Preparation of Feasibility Study for Bassett Creek Main Stem Restoration Project (2017CR-M)**

Lois Eberhart, Water Resources Coordinator for the City of Minneapolis, introduced herself, displayed a map of the proposed project area, and described the location of the project. She summarized that the project is a creek restoration project and does not have the purpose of adding amenities. Ms. Eberhart mentioned that although at one point the idea of a park in the proposed project area was raised by the community, there is no momentum on this idea and no funding for a park has been identified.

She said that because of the history of industry along the proposed project reach, the City anticipates running into some contamination that will need to be mitigated in order to do stream restoration. She showed on the screen the reach of the feasibility study and described components of the study. Ms. Eberhart presented the estimated study costs for the three proposed areas of the project including Cedar Lake Road to Irving Avenue with a proposed feasibility study cost of \$72,800, Irving Avenue to the entrance to the old Bassett Creek Tunnel with a proposed feasibility study cost of \$9,500, and the Fruen Mill Reach with a proposed feasibility study cost of \$4,500. She recommended that the feasibility study include all three areas for a total cost of \$86,800.

Ms. Eberhart provided historical information about the creek and how in the 1940s Mn/DOT re-routed it as part of the Highway 55 expansion. She showed on a map the original creek channel and the re-routed (new) channel and explained that there is overflow into the old channel which should still be considered part of the

Main Stem. She explained that after the flooding of 2014, there was a large amount of dredging the City completed in the old channel but that a Mn/DOT-owned culvert under Olson Memorial Highway is plugged so the sediment will continue to build up. Ms. Eberhart remarked that she has contacted Mn/DOT in attempts to get the culvert cleared out but there has been no work done by MnDOT to date. She stated that a proposed BCWMC CIP project is slated for 2020 for this area. Ms. Eberhart spoke about the Bottineau (Blue Line LRT) project coming through this area that will need to address some of these items.

Ms. Eberhart announced that the City of Minneapolis will contract with Barr Engineering for the feasibility study. She said it is unknown how much contamination there might be and how much Phase II work is needed. She said the proposal estimates the cost of that work at \$20,500, but this extent of work might not be necessary.

Ms. Chandler briefly spoke about the proposed timeline. Ms. Eberhart said that the proposed final report will come to the Commission in March 2016. Administrator Jester asked for more details on the proposed public input process. Ms. Eberhart apologized that the information wasn't obvious in the scope of services but it goes without saying that the City would be providing opportunity for public input.

There was discussion.

Commissioner Welch moved to authorize the Administrator to work with Ms. Eberhart to draft a letter with the Chair's signature urging Mn/DOT to immediately address the blocked culvert under Highway 55. Commissioner Mueller seconded the motion. Upon a vote, the motion carried 8-0 [City of Minnetonka absent from vote].

Commissioner Welch asked about the timeline of this proposed feasibility study in regard to the Commission's CIP process. Administrator Jester replied that this project is in the Commission's 10-year CIP so the Plan Amendment process isn't necessary. Commissioner Welch said he would like to see what the most productive avenue could be to move forward. He offered remarks regarding the possible public disappointment that this project doesn't incorporate more. He said that he thinks that the public process and the Commission's role need to be specifically spelled out and before the Commission takes action on this proposal he would like to work offline with Ms. Eberhart and Engineer Chandler and anyone else who wants to be part of the discussion. Commissioner Welch raised the points that the project potentially includes invasive testing and involves multiple property owners so he thinks it would be good to get the Commission's feedback on the public process in an initial way. Ms. Chandler noted that a one-month delay in the Commission's decision wouldn't affect the project but a two-month delay in taking action could. There was extensive discussion.

Alternate Commissioner Scanlan moved to approve going forward with the feasibility study for Reach 1, Cedar Lake Road to Irving Avenue, as identified in the proposal. Alternate Commissioner McDonald Black seconded the motion. Ms. Eberhart recommended that all areas be studied at the same time. Ms. Eberhart commented that she is unclear about Commissioner Welch's concerns, and she listed the public meetings that she's committing to include as part of the project such as an open meeting and talking to the neighborhoods and the redevelopment committee. She said she is not sure what could be included in this feasibility proposal to shape it differently. Ms. Eberhart noted that language about the public process could be tweaked even after the proposal has been approved if the Commission so authorizes.

Commissioner Welch explained that he thinks there are complicated property issues with this project in regard to invasive work on property without an allocation of responsibility and liability among the two entities; he has concerns that the proposed agreement between the City and the Commission does not have an appropriate level of oversight; and that overall the proposal for the feasibility study is unclear. Commissioner Welch said

he thinks that a better proposal could be developed for the Commission's next meeting. There was discussion. Commissioner Scanlan modified his motion to include proposed Reach 2, Irving Avenue to the entrance to the Old Bassett Creek Tunnel. Commissioner Mueller seconded the motion to amend the original motion. Upon a vote, the motion carried 8-0 [City of Minnetonka absent from vote].

Administrator Jester remarked that she had been hoping for more detail in the proposal and she thinks that the parties can discuss it and improve it.

Commissioner Elder moved to table this item until the Commission's next meeting. Commissioner Black seconded the motion. Upon a vote, the motion carried 8-0 [City of Minnetonka absent from vote].

*[Commissioner Black departed the meeting.]*

**E. Receive Update on 2015 Operating Budget Status**

Administrator Jester provided an informational update on the budget and reported that the yearly budget is on track, that some line items are over budget, but others are under budget. She predicted the Commission would end the budget year overall slightly under budget and noted that staff are continually watching the budget and expenses.

**F. Consider Agreement with Metropolitan Council for Reimbursement of BCWMC Expenses Related to Review of Blue Line LRT**

Administrator Jester reported that the agreement has been reviewed by the Commission's Legal Counsel as well as by the Met Council's legal counsel. She said the agreement is for reimbursement for up to \$30,000 and is retroactive from the end of June. Commissioner Elder moved to approve entering into the agreement with the Metropolitan Council. Alternate Commissioner McDonald Black seconded the motion. Upon a vote, the motion carried 7-0 [Cities of Minnetonka and Plymouth absent from vote].

**G. Consider Approval of 50% Plans for Northwood Lake Improvement Project (NL-1)**

Mr. Chris Long from Stantec provided a summary of the project and introduced Tyler Johnson from Stantec, who presented the 50% plans for the Northwood Lake Improvement project. Mr. Long addressed the topic of ultra violet treatment of the water before it is reused. He noted that the UV treatment is recommended by the Commission Engineer and the City is still researching that option. Mr. Long described the estimated costs of installation at \$5,000-\$15,000, plus maintenance of the UV system including replacement of the bulbs and cleaning of the lenses. He said that the City would like guidance from the Commission regarding UV treatment. He remarked that the Met Council's Storm Water Re-Use Guidance Manual recommends using the UV treatment. There was discussion about possibly incorporating signage that would let people know that the water is not potable and is recycled storm water, but Mr. Long pointed out that the area that will be irrigated is not closed off from park users. Mr. Long noted that the 90% design plans would be presented at the November Commission meeting and they will include a 160,000 gallon storm water reuse chamber (unlike the smaller chamber presented in these plans).

Engineer Chandler went through the Commission Engineer's recommendations on the 50% plans and pointed out that an appropriation permit is required. There was discussion. Alternate Commissioner Scanlan moved to approve the 50% plans with the Commission Engineer's recommendations to authorize the City to proceed with final plans and documents. Commissioner Elder seconded the motion. Upon a vote, the motion carried 6-0 [City of Minneapolis abstained from vote. Cities of Minnetonka and Plymouth absent from vote].

Mr. Long noted the City of New Hope would likely be requesting the use of Channel Maintenance Funds for

sediment removal in adjacent ponds. He also noted he hoped for more direction on the use of UV treatment.

#### **H. Consider Approval of 50% Plans for Honeywell Pond Expansion Project (BC-4)**

Mr. Jeff Oliver, City Engineer for City of Golden Valley, summarized the project and introduced Mr. Jake Newhall of WSB & Associates. Mr. Newhall provided a PowerPoint presentation of the 50% plans, summarized the project funding, and mentioned separate, non-Commission projects being constructed in the area at the same time. He responded to comments and questions.

*[Alternate Commissioner McDonald Black departed the meeting.]*

Engineer Chandler summarized the Engineer's comments. She noted that clarification is still needed about whether an appropriation permit is required. Mr. Newhall stated that only one of the Engineer's comments remains to be addressed: Item 4 – Pumping for Irrigation of Sandburg fields. He said that this will be addressed with the 90% plans. There was discussion. Mr. Oliver responded to questions about the amount of water available for irrigation and the bounce within the pond.

Commissioner Welch moved to authorize the City of Golden Valley to proceed with final plans and contract documents. Alternate Commissioner Scanlan seconded the motion. Upon a vote, the motion carried 6-0 [Cities of Golden Valley, Minnetonka, and Plymouth absent from vote].

#### **I. Receive Invitation for NEMO Workshop for Local Officials on Winter Maintenance & Use of Chlorides**

Administrator Jester announced that there will be a NEMO workshop for local leaders regarding winter road and parking lot management on October 7 from 6-8:30 p.m. at the City of Minnetonka Public Works Facility. Ms. Stout said that the event also includes a tour of the City's public works facilities and meeting some of the equipment operators.

#### **J. Consider Volunteering at Golden Valley Arts and Music Festival**

Administrator Jester updated the Commission about the volunteer schedule for the event.

## **6. COMMUNICATIONS**

### **A. Administrator:**

- i. Administrator Jester said she attended the Clean Water Summit at the U of M Landscape Arboretum, and she provided a summary. She reported that one take away from the Summit was a presentation on chloride pollution, critical reasons for cities and watershed organizations to be addressing the pollution and the use of pervious pavements to reduce the need for salt. She noted there was a study in Robbinsdale comparing salt use on pervious vs. traditional pavements.

Commissioner Welch asked for more information on Administrator Jester's take-aways about the pervious pavement. Mr. Oliver brought up long-term sustainability questions of these technologies and long-range effectiveness questions. Mr. McCoy noted the U of M is submitting a grant application to continue its research on pervious pavements in Robbinsdale and that one of their study sites is actually in the Bassett Creek watershed. He said the BCWMC could write a letter of support for the research and the grant application. Commissioner Welch moved that the BCWMC provide a letter of support for the continuation of the U of M's research project on pervious pavement. Commissioner Mueller seconded the motion. Upon a vote, the motion carried 5-0 [Cities of Golden Valley, Minnetonka, New Hope, and Plymouth absent from vote].

- ii. Administrator Jester reported that the Commission's education materials had been used at several events in the last few months.
- iii. Administrator Jester reported that staff is creating a press release regarding the BCWMC's 2015 volunteer recognition.
- iv. Administrator Jester announced an upcoming Aquatic Invasive Species training event.

*[Commissioner Elder departed the meeting.]*

**B. Chair:** No Chair Communications

**C. Commissioners:**

- i. Commissioner Welch gave an update about former BCWMC administrator Geoff Nash.
- ii. Commissioner Mueller reported that he has been reading about constructed wetlands and asked if the Commission's technical staff would look into the research about constructed wetlands from time to time to stay current.

**D. TAC Members:**

- i. Mr. Erick Francis reported that the TAC met on September 8 to discuss the BCWMC Channel Maintenance Fund policy and the study on the roles and responsibilities for long term maintenance of the Flood Control Project. He said that the TAC will continue the discussion at its next meeting on November 5<sup>th</sup>.
- ii. Mr. Jeff Oliver updated the Commission on an unauthorized project at a residence in the Hidden Lakes neighborhood and the actions that the City of Golden Valley, the DNR, and Hennepin County have taken including cease and desist orders, stop work orders, and restoration orders.
- iii. Ms. Liz Stout announced that this will be her last BCWMC meeting as a representative of the City of Minnetonka because she has taken a new position with the City of Minneapolis starting in October.

**E. Committees:** No Committee Communications

**F. Legal Counsel:**

- i. Attorney Gilchrist commented that he is glad to be here as the BCWMC's legal counsel.

**G. Engineer:** No Engineer Communications

**7. INFORMATION ONLY (Available at <http://www.bassettcreekwmo.org/Meetings/2015/2015-September/2015SeptemberMeetingPacket.htm>)**

- A. CIP Project Update Chart
- B. Grant Tracking Summary and Spreadsheet
- C. The Future of Our Water Supply, League of Women Voters Event, 9/24/15, 7-8:30 p.m., Crystal Community Center
- D. West Metro Water Alliance Meeting Minutes, July 2015 and August 2015
- E. Pollinator-Friendly Alliance Event, Sunday, September 13, 1-6 p.m., Stillwater

## 8. ADJOURNMENT

Commissioner Welch moved to adjourn the meeting. Alternate Commissioner Scanlan seconded the meeting. Chair de Lambert adjourned the meeting at 11:25 a.m.

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Recorder Date

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Secretary Date

Bassett Creek Watershed Management Commission General Account  
 General Fund (Administration) Financial Report  
 Fiscal Year: February 1, 2015 through January 31, 2016  
 MEETING DATE: October 15, 2015

Item 4B.  
 BCWMC 10-15-15 (UNAUDITED)

<b>BEGINNING BALANCE</b>	<b>9-Sep-15</b>		<b>616,572.28</b>
<b>ADD:</b>			
<b>General Fund Revenue:</b>			
Interest less Bank Fees		(8.63)	
<b>Permits:</b>			
Three Rivers Park Dist BCWMC 2015-26		1,100.00	
Community Housing De BCWMC 2015-27		1,700.00	
Plymouth Creek Christia BCWMC 2015-25		1,700.00	
Golden Valley Super 8 BCWMC 2015-24		1,700.00	
The Investor Group BCWMC 2015-28		600.00	
Reimbursed Construction Costs		584,818.56	
		<b>Total Revenue and Transfers In</b>	<b>591,609.93</b>
<b>DEDUCT:</b>			
<b>Checks:</b>			
2785 Barr Engineering	Sept Engineering	62,213.09	
2786 HDR Engineering Inc	Website Design	642.25	
2787 Guy Mueller	Conference Registratio	245.00	
2788 Minneapolis Finance	CR2012-Main Stem	555,322.76	
2789 Kennedy & Graven	August Legal	1,502.45	
2790 Keystone Waters LLC	Sept Administrator	5,118.77	
2791 Amy Herbert LLC	Sept Secretary	2,409.82	
2792 D'Amico Catering	Oct Meeting	126.65	
2793 Wenck Associates	Sept WOMP	340.88	
	<b>Total Checks</b>		<b>627,921.67</b>
<b>ENDING BALANCE</b>	<b>7-Oct-15</b>		<b>580,260.54</b>

Bassett Creek Watershed Management Commission General Account  
 General Fund (Administration) Financial Report

Fiscal Year: February 1, 2015 through January 31, 2016

(UNAUDITED)

MEETING DATE: October 15, 2015

	2015 / 2016 BUDGET	CURRENT MONTH	YTD 2015 / 2016	BALANCE
<b>OTHER GENERAL FUND REVENUE</b>				
ASSESSMENTS TO CITIES	490,345	0.00	490,342.00	3.00
PERMIT REVENUE	60,000	6,800.00	46,500.00	13,500.00
WOMP REIMBURSEMENT	5,000	0.00	4,500.00	500.00
TRANSFERS FROM LONG TERM FUND & CIP	35,000	0.00	0.00	35,000.00
<b>REVENUE TOTAL</b>	<b>590,345</b>	<b>6,800.00</b>	<b>541,342.00</b>	<b>49,003.00</b>
<b>EXPENDITURES</b>				
<b>ENGINEERING &amp; MONITORING</b>				
TECHNICAL SERVICES	120,000	6,889.85	76,517.29	43,482.71
DEV/PROJECT REVIEWS	65,000	7,726.00	32,344.00	32,656.00
NON-FEE/PRELIM REVIEWS	15,000	1,525.50	25,723.89	(10,723.89)
COMMISSION AND TAC MEETINGS	14,500	1,120.00	8,857.65	5,642.35
SURVEYS & STUDIES	20,000	5,212.30	18,857.78	1,142.22
WATER QUALITY/MONITORING	63,000	1,968.71	32,612.66	30,387.34
WATER QUANTITY	11,500	829.80	6,091.10	5,408.90
WATERSHED INSPECTIONS	1,000	0.00	0.00	1,000.00
ANNUAL FLOOD CONTROL INSPECTIONS	10,000	0.00	87.50	9,912.50
REVIEW MUNICIPAL PLANS	2,000	0.00	0.00	2,000.00
WOMP	17,000	340.88	10,934.13	6,065.87
<b>ENGINEERING &amp; MONITORING TOTAL</b>	<b>339,000</b>	<b>25,613.04</b>	<b>212,026.00</b>	<b>126,974.00</b>
<b>PLANNING</b>				
WATERSHED-WIDE SP-SWMM MODEL	0	0.00	0.00	0.00
WATERSHED-WIDE P8 WATER QUALITY MODEL	0	0.00	0.00	0.00
NEXT GENERATION PLAN	30,000	7,929.57	27,661.57	2,338.43
<b>PLANNING TOTAL</b>	<b>30,000</b>	<b>7,929.57</b>	<b>27,661.57</b>	<b>2,338.43</b>
<b>ADMINISTRATION</b>				
ADMINISTRATOR	62,000	5,118.77	39,961.32	22,038.68
LEGAL COSTS	18,500	955.20	7,375.85	11,124.15
AUDIT, INSURANCE & BONDING	15,500	0.00	13,081.00	2,419.00
FINANCIAL MANAGEMENT	3,200	0.00	0.00	3,200.00
DIGITIZE HISTORIC PAPER FILES	2,500	0.00	0.00	2,500.00
MEETING EXPENSES	2,500	126.65	1,173.46	1,326.54
ADMINISTRATIVE SERVICES	32,000	2,472.63	20,297.47	11,702.53
<b>ADMINISTRATION TOTAL</b>	<b>136,200</b>	<b>8,673.25</b>	<b>81,889.10</b>	<b>54,310.90</b>
<b>OUTREACH &amp; EDUCATION</b>				
PUBLICATIONS/ANNUAL REPORT	4,000	0.00	1,430.00	2,570.00
WEBSITE	12,000	642.25	7,053.90	4,946.10
PUBLIC COMMUNICATIONS	3,000	0.00	2,270.42	729.58
EDUCATION AND PUBLIC OUTREACH	17,000	245.00	12,745.31	4,254.69
WATERSHED EDUCATION PARTNERSHIPS	15,500	0.00	5,200.00	10,300.00
<b>OUTREACH &amp; EDUCATION TOTAL</b>	<b>51,500</b>	<b>887.25</b>	<b>28,699.63</b>	<b>22,800.37</b>
<b>MAINTENANCE FUNDS</b>				
EROSION/SEDIMENT (CHANNEL MAINT)	25,000	0.00	0.00	25,000.00
LONG TERM MAINTENANCE (moved to CF)	25,000	0.00	0.00	25,000.00
<b>MAINTENANCE FUNDS TOTAL</b>	<b>50,000</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>
<b>TMDL WORK</b>				
TMDL STUDIES	0	0.00	0.00	0.00
TMDL IMPLEMENTATION REPORTING	20,000	0.00	4,330.50	15,669.50
<b>TMDL WORK TOTAL</b>	<b>20,000</b>	<b>0.00</b>	<b>4,330.50</b>	<b>15,669.50</b>
<b>TOTAL EXPENSES</b>	<b>626,700</b>	<b>43,103.11</b>	<b>354,606.80</b>	<b>272,093.20</b>



**BCWMC Construction Account**  
**Fiscal Year: February 1, 2015 through January 31, 2016**  
**October 2015 Financial Report**

(UNAUDITED)

Cash Balance 09/09/15				
Cash			2,862,573.60	
	Called Investment - RBC Dain	1,000,000.00		
	Transfer to Investments	<u>(992,000.00)</u>	8,000.00	
	<b>Total Cash</b>			2,870,573.60
	Capital One Bk-Glen Allen VA C/D (9/25/2017 1.15%)		248,000.00	
	Capital One Bk-McLean VA C/D (9/25/2017 1.15%)		248,000.00	
	Ally Bk Midvale Utah C/D (9/25/2017 1.25%)		248,000.00	
	Key Bk Natl Assn Ohio C/D (10/02/2014 1.15%)		<u>248,000.00</u>	
	<b>Total Investments</b>			992,000.00
	<b>Total Cash &amp; Investments</b>			3,862,573.60
Add:	Investment Interest		2,500.00	
	Interest Revenue (Bank Charges)		<u>(56.65)</u>	
	<b>Total Revenue</b>			2,443.35
Less:	CIP Projects Levied - Current Expenses - TABLE A		(555,418.76)	
	Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B		<u>(13,248.15)</u>	
	<b>Total Current Expenses</b>			(568,666.91)
	<b>Total Cash &amp; Investments On Hand</b>	<b>09/09/15</b>		<b><u>3,296,350.04</u></b>
	Total Cash & Investments On Hand		3,296,350.04	
	CIP Projects Levied - Budget Remaining - TABLE A		<u>(3,459,234.37)</u>	
	<b>Closed Projects Remaining Balance</b>		(162,884.33)	
	2012 - 2014 Anticipated Tax Levy Revenue - TABLE C		5,585.36	
	2015 Anticipated Tax Levy Revenue - TABLE C		<u>495,084.26</u>	
	<b>Anticipated Closed Project Balance</b>		<b><u>337,785.29</u></b>	
	Proposed & Future CIP Project Amount to be Levied - TABLE B		<u>1,633,070.00</u>	

**TABLE A - CIP PROJECTS LEVIED**

	Approved Budget	Current Expenses	2015 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
Plymouth Creek Channel Restoration (2010 CR) CLOSED JUNE 2015	965,200.00	0.00	5,350.56	939,039.17	26,160.83 (26,160.83)
Wisc Ave/Duluth Street-Crystal (2011 CR)	580,200.00	0.00	0.00	580,200.00	0.00
Wirth Lake Outlet Modification (WTH-4)(2012) 5/13 Increase Budget - \$22,500	202,500.00	0.00	0.00	201,513.94	986.06
Main Stem Irving Ave to GV Road (2012 CR)	856,000.00	555,418.76	580,745.76	759,199.71	96,800.29
Lakeview Park Pond (ML-8) (2013)	196,000.00	0.00	0.00	11,589.50	184,410.50
Four Seasons Mall Area Water Quality Proj (NL-2) <b>2014</b>	990,000.00	0.00	25,866.35	127,501.84	862,498.16
Schaper Pond Enhance Feasibility/Project (SL-1)(SL-3)	612,000.00	0.00	0.00	89,594.90	522,405.10
Briarwood / Dawnview Nature Area (BC-7)	250,000.00	0.00	0.00	19,598.09	230,401.91
Twin Lake Alum Treatment Project (TW-2) <b>2015</b>	163,000.00	0.00	432.00	24,225.65	138,774.35
Main Stem 10th to Duluth (CR2015)	1,503,000.00	0.00	68,862.65	80,042.00	1,422,958.00
	<u>6,317,900.00</u>	<u>555,418.76</u>	<u>681,257.32</u>	<u>2,832,504.80</u>	<u>3,459,234.37</u>

**TABLE B - PROPOSED & FUTURE CIP PROJECTS TO BE LEVIED**

	Approved Budget - To Be Levied	Current Expenses	2015 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
<b>2016</b>					
Bryn Mawr Meadows (BC-5)	0.00	0.00	0.00	5,282.80	(5,282.80)
Honeywell Pond Expansion (BC-4)	810,930.00	1,642.90	3,912.53	11,374.48	799,555.52
Northwood Lake Pond (NL-1)	822,140.00	2,297.00	8,492.10	13,610.85	808,529.15
2016 Project Totals	1,633,070.00	3,939.90	12,404.63	30,268.13	1,602,801.87
<b>2017</b>					
Plymouth Creek Restoration (CR-P)		9,308.25	9,308.25	9,308.25	(9,308.25)
2017 Project Totals	0.00	9,308.25	9,308.25	9,308.25	(9,308.25)
Total Proposed & Future CIP Projects to be Levied	1,633,070.00	13,248.15	21,712.88	39,576.38	1,593,493.62

**BCWMC Construction Account**

Fiscal Year: February 1, 2015 through January 31, 2016

(UNAUDITED)

October 2015 Financial Report

**TABLE C - TAX LEVY REVENUES**

	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance to be Collected	BCWMO Levy
2015 Tax Levy	1,000,000.00		1,000,000.00		504,915.74	504,915.74	495,084.26	1,000,000.00
2014 Tax Levy	895,000.00	(2,576.10)	892,423.90		3,093.98	887,631.40	4,792.50	895,000.00
2013 Tax Levy	986,000.00	(13,785.61)	972,214.39		902.83	971,651.81	562.58	986,000.00
2012 Tax Levy	762,010.00	(5,103.74)	756,906.26		52.64	756,675.98	230.28	762,010.00
2011 Tax Levy	863,268.83	(8,962.04)	854,306.79		(95.54)	854,211.25	95.54	862,400.00
2010 Tax Levy	935,298.91	(9,027.10)	926,271.81		200.99	926,472.80	(200.99)	935,000.00
				<u>0.00</u>			<u>500,564.17</u>	

**OTHER PROJECTS:**

	Approved Budget	Current Expenses / (Revenue)	2015 YTD Expenses / (Revenue)	INCEPTION To Date Expenses / (Revenue)	Remaining Budget
<b>TMDL Studies</b>					
TMDL Studies	135,000.00	0.00	0.00	107,765.15	27,234.85
Sweeney TMDL	119,000.00	0.00	0.00	212,222.86	
Less: MPCA Grant Revenue		0.00	0.00	(163,870.64)	70,647.78
TOTAL TMDL Studies	254,000.00	0.00	0.00	156,117.37	97,882.63
<b>Annual Flood Control Projects:</b>					
Flood Control Emergency Maintenance	500,000.00	0.00	0.00	0.00	500,000.00
Flood Control Long-Term Maintenance	623,373.00	16,151.65	42,043.18	85,238.66	538,134.34
Sweeney Lake Outlet (2012 FC-1)	250,000.00	0.00	0.00	179,742.18	70,257.82
<b>Annual Water Quality</b>					
Channel Maintenance Fund	300,000.00	0.00	29.85	94,495.45	205,504.55
Total Other Projects	1,927,373.00	16,151.65	42,073.03	515,593.66	1,411,779.34

Cash Balance 09/09/15	1,184,524.34
Add:	
Transfer from GF	0.00
MPCA Grant-Sweeney Lk	0.00
Less:	
Current (Expenses)/Revenue	(16,151.65)
Ending Cash Balance 09/09/15	<u>1,168,372.69</u>
Additional Capital Needed	<u>(243,407)</u>

Bassett Creek Construction Project Details

10/7/2015

CIP Projects Levied

	Total	2010	2011	2012	2012	2013	2013	2014	2014	2014	2015
	CIP Projects Levied	Plymouth Creek Channel Restoration (2010 CR)	Wisc Ave (Duluth Str)-Crystal (GV)	Wirth Lake Outlet Modification (WTH-4)	Main Stem Irving Ave to GV Road (Cedar Lk Rd) (2012CR)	Lakeview Park Pond (ML-8)	Four Seasons Mall Area Water Quality Project (NL-2)	Schaper Pond Enhancement Feasibility / Project (SL-1) (SL-3)	Briarwood / Dawnview Water Quality Improve Proj (BC-7)	Twin Lake In-Lake Alum Treatment Project (TW-2)	Main Stem - 10th Ave to Duluth (CR2015)
Original Budget Added to Budget	6,295,400 (3,661)	965,200 (26,160.83)	580,200	180,000 22,500	856,000	196,000	990,000	612,000	250,000	163,000	1,503,000
Expenditures:											
Feb 2004 - Jan 2005	637.50					637.50					
Feb 2005 - Jan 2006											
Feb 2006 - Jan 2007											
Feb 2007 - Jan 2008											
Feb 2008 - Jan 2009	20,954.25	20,954.25									
Feb 2009 - Jan 2010	9,319.95	9,319.95									
Feb 2010 - Jan 2011	70,922.97	30,887.00	34,803.97	2,910.00	1,720.00		602.00				
Feb 2011 - Jan 2012	977,285.99	825,014.32	9,109.50	22,319.34	71,647.97	1,476.00	8,086.37	39,632.49			
Feb 2012 - Jan 2013	153,174.66	47,378.09	9,157.98	4,912.54	20,424.16	2,964.05	61,940.82	4,572.97	152.80	1,671.25	
Feb 2013 - Jan 2014	819,686.41	135.00	527,128.55	171,341.06	42,969.42	6,511.95	31,006.30	19,079.54	6,477.29	13,678.55	1,358.75
Feb 2014 - Jan 2015	99,265.75			31.00	41,692.40			26,309.90	12,968.00	8,443.85	9,820.60
Feb 2015-Jan 2016	681,257.32	5,350.56			580,745.76		25,866.35			432.00	68,862.65
<b>Total Expenditures:</b>	<b>2,832,504.80</b>	<b>939,039.17</b>	<b>580,200.00</b>	<b>201,513.94</b>	<b>759,199.71</b>	<b>11,589.50</b>	<b>127,501.84</b>	<b>89,594.90</b>	<b>19,598.09</b>	<b>24,225.65</b>	<b>80,042.00</b>
Project Balance	3,459,234.37			986.06	96,800.29	184,410.50	862,498.16	522,405.10	230,401.91	138,774.35	1,422,958.00

	Total	2010	2011	2012	2012	2013	2013	2014	2014	2014	2015
	CIP Projects Levied	Plymouth Creek Channel Restoration (2010 CR)	Wisc Ave (Duluth Str)-Crystal (GV)	Wirth Lake Outlet Modification (WTH-4)	Main Stem Irving Ave to GV Road (Cedar Lk Rd) (2012CR)	Lakeview Park Pond (ML-8)	Four Seasons Mall Area Water Quality Project (NL-2)	Schaper Pond Enhancement Feasibility / Project (SL-1) (SL-3)	Briarwood / Dawnview Water Quality Improve Proj (BC-7)	Twin Lake In-Lake Alum Treatment Project (TW-2)	Main Stem - 10th Ave to Duluth (CR2015)
Project Totals By Vendor											
Barr Engineering	383,570.60	47,863.10	48,811.20	30,565.19	101,443.38	6,338.95	28,670.54	75,251.50	13,089.74	15,712.00	15,825.00
Kennedy & Graven	16,246.65	2,120.10	1,052.50	2,225.15	1,862.25	1,200.55	2,471.95	993.40	1,038.35	1,058.65	2,223.75
City of Golden Valley	753,797.11		526,318.80	165,485.06							61,993.25
City of Minneapolis	689,975.37				640,082.37		49,893.00				
City of Plymouth	892,360.77	866,494.42					25,866.35				
Blue Water Science	3,900.00									3,900.00	
S E H											
Misc											
2.5% Admin Transfer	92,654.30	22,561.55	4,017.50	3,238.54	15,811.71	4,050.00	20,600.00	13,350.00	5,470.00	3,555.00	
Transfer to General Fund											
<b>Total Expenditures</b>	<b>2,832,504.80</b>	<b>939,039.17</b>	<b>580,200.00</b>	<b>201,513.94</b>	<b>759,199.71</b>	<b>11,589.50</b>	<b>127,501.84</b>	<b>89,594.90</b>	<b>19,598.09</b>	<b>24,225.65</b>	<b>80,042.00</b>

	Total	2010	2011	2012	2012	2013	2013	2014	2014	2014	2015
	CIP Projects Levied	Plymouth Creek Channel Restoration (2010 CR)	Wisc Ave (Duluth Str)-Crystal (GV)	Wirth Lake Outlet Modification (WTH-4)	Main Stem Irving Ave to GV Road (Cedar Lk Rd) (2012CR)	Lakeview Park Pond (ML-8)	Four Seasons Mall Area Water Quality Project (NL-2)	Schaper Pond Enhancement Feasibility / Project (SL-1) (SL-3)	Briarwood / Dawnview Water Quality Improve Proj (BC-7)	Twin Lake In-Lake Alum Treatment Project (TW-2)	Main Stem - 10th Ave to Duluth (CR2015)
Levy/Grant Details											
2009/2010 Levy	902,462	902,462									
2010/2011 Levy	160,700		160,700								
2011/2012 Levy	762,010			83,111	678,899						
2012/2013 Levy	986,000					162,000	824,000	534,000	218,800	142,200	
2013/2014 Levy	895,000										
2014/2015 Levy	1,000,000										
2015-2016 Levy											1,000,000
Construction Fund Balance	1,384,228	62,738	419,500	21,889	177,101	34,000	166,000				
BWSR Grant- BCWMO	504,750	212,250		75,000	217,500						503,000
MPCA Grant-CWPGrant											
<b>Total Levy/Grants</b>	<b>6,595,150</b>	<b>1,177,450</b>	<b>580,200</b>	<b>180,000</b>	<b>1,073,500</b>	<b>196,000</b>	<b>990,000</b>	<b>534,000</b>	<b>218,800</b>	<b>142,200</b>	<b>1,503,000</b>

BWSR Final 4/8/13  
 FY11 Competitive Grant Program - received \$7500 on 11/6/14  
 MPCA Grant-CWP (Total \$300,000)

Bassett Creek Construction Project Details

Bassett Creek Construction Project Details

Proposed & Future CIP Projects (to be Levied)

Other Projects

	Total Proposed & Future CIP Projects (to be Levied)	2016 Bryn Mawr Meadows	2016 Honeywell Pond Expansion (BC-4)	2016 Northwood Lake Pond (NL-1)	2017 Plymouth Creek Restoration (2017 CR-P)
Original Budget Added to Budget	1,633,070		810,930	822,140	
Expenditures:					
Feb 2004 - Jan 2005					
Feb 2005 - Jan 2006					
Feb 2006 - Jan 2007					
Feb 2007 - Jan 2008					
Feb 2008 - Jan 2009					
Feb 2009 - Jan 2010					
Feb 2010 - Jan 2011					
Feb 2011 - Jan 2012					
Feb 2012 - Jan 2013					
Feb 2013 - Jan 2014					
Feb 2014 - Jan 2015	17,863.50	5,282.80	7,461.95	5,118.75	
Feb 2015-Jan 2016	21,712.88		3,912.53	8,492.10	9,308.25
<b>Total Expenditures:</b>	<b>39,576.38</b>	<b>5,282.80</b>	<b>11,374.48</b>	<b>13,610.85</b>	<b>9,308.25</b>
<b>Project Balance</b>	<b>1,593,493.62</b>	<b>(5,282.80)</b>	<b>799,555.52</b>	<b>808,529.15</b>	<b>(9,308.25)</b>

MPCA Grant  
From GF

Total	Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long- Term Maintenance	2012 Sweeney Lake Outlet (FC-1)	Channel Maintenance
1,647,373.00	163,870.64	105,000.00	119,000.00	500,000.00	748,373.00 (250,000.00)	250,000.00	175,000.00
163,870.64	280,000.00	30,000.00	163,870.64		125,000.00		125,000.00
6,949.19					3,954.44		2,994.75
10,249.09		637.20			9,611.89		
113,141.44		23,486.95	89,654.49				
117,455.33		31,590.12	47,041.86				
76,184.64		31,868.63	44,316.01				38,823.35
45,375.25		15,005.25	25,920.00				
12,656.65			168.00			4,450.00	
21,094.00		3,194.00	5,290.50			7,198.15	
174,826.03		1,815.00			4,917.00	168,094.03	17,900.00
59,459.65					24,712.15		34,747.50
42,073.03					42,043.18		29.85
<b>679,464.30</b>	<b>107,765.15</b>	<b>212,222.86</b>	<b>500,000.00</b>	<b>538,134.34</b>	<b>70,257.82</b>	<b>205,504.55</b>	<b>94,495.45</b>

Totals - All  
Projects

9,575,843.00  
(3,660.83)  
163,870.64  
280,000.00

637.50  
6,949.19  
10,249.09  
113,141.44  
138,409.58  
85,504.59  
116,298.22  
989,942.64  
174,268.66  
994,512.44  
176,588.90  
745,043.23

3,551,545.48

	Total Proposed & Future CIP Projects (to be Levied)	2016 Bryn Mawr Meadows	2016 Honeywell Pond Expansion (BC- 4)	2016 Northwood Lake Pond (NL- 1)	2017 Plymouth Creek Restoration (2017 CR-P)
Project Totals By Vendor					
Barr Engineering	37,556.53	5,282.80	10,578.48	12,387.00	9,308.25
Kennedy & Graven	2,019.85		796.00	1,223.85	
City of Golden Valley					
City of Minneapolis					
City of Plymouth					
Blue Water Science					
S E H					
Misc					
2.5% Admin Transfer					
Transfer to General Fun					
<b>Total Expenditures</b>	<b>30,268.13</b>	<b>5,282.80</b>	<b>11,374.48</b>	<b>13,610.85</b>	<b>9,308.25</b>

Total	Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long- Term Maintenance	2012 Sweeney Lake Outlet (FC-1)	Channel Maintenance
281,869.42	104,888.70	94,948.17	64,022.65	18,009.90	1,461.15	354.75	
6,106.54	1,164.30	2,902.59	223.75	160,271.13		55,287.50	
215,558.63							
38,823.35						38,823.35	
105,590.36				3,992.26			
14,486.15	1,712.15	101,598.10	12,774.00				
17,000.00				17,000.00			
<b>679,434.45</b>	<b>107,765.15</b>	<b>212,222.86</b>	<b>500,000.00</b>	<b>85,238.66</b>	<b>179,742.18</b>	<b>94,465.60</b>	

Totals - All  
Projects

702,996.55  
24,373.04  
969,355.74  
689,975.37  
931,184.12  
3,900.00  
105,590.36  
14,486.15  
92,654.30  
17,000.00  
3,551,515.63

	Total Proposed & Future CIP Projects (to be Levied)	2016 Bryn Mawr Meadows	2016 Honeywell Pond Expansion (BC- 4)	2016 Northwood Lake Pond (NL- 1)	2017 Plymouth Creek Restoration (2017 CR-P)
Levy/Grant Details					
2009/2010 Levy					
2010/2011 Levy					
2011/2012 Levy					
2012/2013 Levy					
2013/2014 Levy					
2014/2015 Levy					
2015-2016 Levy					
Construction Fund Balance					
BWSR Grant- BCWMO					
MPCA Grant-CWPGGrant	75,000			75,000	
<b>Total Levy/Grants</b>	<b>75,000</b>			<b>75,000</b>	

MPCA Grant

Total	Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long- Term Maintenance	2012 Sweeney Lake Outlet (FC-1)	Channel Maintenance
163,870.64			163,870.64				
60,000.00		10,000			25,000		25,000
60,000.00		10,000			25,000		25,000
60,000.00		10,000			25,000		25,000
50,000.00					25,000		25,000
50,000.00					25,000		25,000
<b>443,870.64</b>	<b>30,000</b>	<b>163,870.64</b>	<b>500,000.00</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	

Totals - All  
Projects

902,462  
220,700  
822,010  
1,046,000  
945,000

1,434,228  
504,750

5,875,150



Item 4E.  
BCWMC 10-15-15

September 18, 2015

**Department of  
Public Works**

Steven A. Kotke, P.E.  
City Engineer  
Director

Bassett Creek Watershed Management Organization  
c/o Laura Jester, Administrator, Keystone Waters, LLC (via mail and email)  
16145 Hillcrest Lane  
Eden Prairie MN  
55346

350 South 5th Street - Room 203  
Minneapolis MN 55415

Office 612 673-2352  
Fax 612 673-3565  
TTY 612 673-2157

Subject: INVOICE #C-35628-4  
Cooperative Agreement for Bassett Creek Main Stem Restoration  
Minneapolis Contract # C-35628

Dear Ms. Jester:

In reference to the Cooperative Agreement for Bassett Creek Main Stem Restoration between the Bassett Creek Watershed Management Commission and the City of Minneapolis (City), please issue payment to the City for \$555,322.76. This is reimbursement for costs itemized below. Supporting documentation is enclosed.

Engineering Fees and Project Management

WSB & Associates, Project 01165-820, Invoice numbers:

23	\$ 387.00
24	14,026.50
25	14,402.00
27	<u>5,608.25</u>
	\$34,423.75

Contractor

Rachel Contracting, Inc., Contract C-38995, Invoice numbers:

1	\$221,156.67
2	<u>299,742.34</u>
	\$520,899.01

Total this invoice	\$555,322.76
Total to date	\$640,082.37

Please make check payable to Minneapolis Finance, and mail to:

City of Minneapolis  
Lois Eberhart, Water Resources Administrator  
309 South Second Avenue, Room 300  
Minneapolis MN 55401

Sincerely,

Lois Eberhart, Water Resources Administrator  
Public Works Surface Water & Sewers Division  
309 South Second Avenue, Room 300  
Minneapolis MN 55401  
phone 612-673-3260, email lois.eberhart@minneapolismn.gov



**Detail for Invoice C-35628-4**

	Invoice	Total	BCWMC	City	MPRB	Notes
Rachel Contracting, Inc.	1	\$221,156.67	\$221,156.67	\$0.00	\$0.00	City cost: Item 37, \$37,000.35, less 5% retainage = \$35,150.33
	2	\$334,892.67	\$299,742.34	\$35,150.33	\$0.00	
	Total	\$556,049.34	\$520,899.01	\$35,150.33	\$0.00	
WSB & Associates	23	\$387.00	\$387.00	\$0.00	\$0.00	
	24	\$5,608.25	\$5,608.25	\$0.00	\$0.00	
	25	\$14,026.50	\$14,026.50	\$0.00	\$0.00	
	27	\$14,402.00	\$14,402.00	\$0.00	\$0.00	
	Total	\$34,423.75	\$34,423.75	\$0.00	\$0.00	



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Minneapolis Park and Recreation Board  
Attn: Andrea S. Weber  
2117 West River Road  
Minneapolis, MN 55411-2227

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JAN - 5 2015

December 29, 2014  
Project No: 01165-820  
Invoice No: 23

701 Xenia Avenue South  
Suite 300  
Minneapolis, MN 55416  
Tel: (763) 541-4800  
Fax: (763) 541-1700

Main Stem of Bassett Creek Restoration Project  
**Professional Services from November 01, 2014 to November 30, 2014**

**Professional Personnel**

	Hours	Rate	Amount
Project Management/Coordination			
Foster, Elizabeth	1.50	62.00	93.00
Storm Sewer Plan			
Willenbring, Peter	2.00	147.00	294.00
Totals	3.50		387.00
<b>Total Labor</b>			<b>387.00</b>

Billing Limits	Current	Prior	To-Date
Total Billings	387.00	82,896.00	83,283.00
Limit			117,841.00
Remaining			34,558.00

V = 7559  
PO = 390906  
AC = 599737

Total this Invoice **\$387.00**

Comments: OK ASW AP

Approved by: Peter Willenbring

Reviewed by: Peter Willenbring  
Project Manager: Peter Willenbring



engineering · planning · environmental · construction

701 Xenia Avenue South  
Suite 300  
Minneapolis, MN 55416  
Tel: (763) 541-4800  
Fax: (763) 541-1700

Minneapolis Park and Recreation Board  
Attn: Andrea S. Weber  
2117 West River Road  
Minneapolis, MN 55411-2227

January 23, 2015  
Project No: 01165-820  
Invoice No: 24

Main Stem of Bassett Creek Restoration Project

**Professional Services from December 01, 2014 to December 31, 2014**

**Professional Personnel**

	Hours	Rate	Amount
Project Management/Coordination			
Abramson, Joseph	26.25	82.00	2,152.50
Willenbring, Peter	31.00	147.00	4,557.00
Design			
Abramson, Joseph	57.75	82.00	4,735.50
Meetings			
Abramson, Joseph	9.75	82.00	799.50
Sandberg, Jeffrey	2.50	138.00	345.00
Totals	127.25		12,589.50
<b>Total Labor</b>			<b>12,589.50</b>

RECEIVED  
FEB - 2 2015

**Field Services Billing**

Construction Observation

	6.5 Hours @ 76.00	494.00	
	11.5 Hours @ 82.00	943.00	
<b>Total Field Services</b>		<b>1,437.00</b>	<b>1,437.00</b>

**Billing Limits**

	Current	Prior	To-Date
Total Billings	14,026.50	83,283.00	97,309.50
Limit			117,841.00
Remaining			20,531.50

Total this Invoice **\$14,026.50**

Comments:

OK ASW  
AP 649

Approved by:

Reviewed by: Peter Willenbring  
Project Manager: Joseph Abramson





& Associates, Inc.

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Minneapolis Park and Recreation Board

Attn: Andrea S. Weber

2117 West River Road

Minneapolis, MN 55411-2227

RECEIVED  
MAR - 6 2015

February 26, 2015

Project No:

01165-820

Invoice No:

25

701 Xenia Avenue South  
Suite 300

Minneapolis, MN 55416

Tel: (763) 541-4800

Fax: (763) 541-1700

Main Stem of Bassett Creek Restoration Project

Professional Services from January 01, 2015 to January 31, 2015

**Professional Personnel**

	Hours	Rate	Amount
Project Management/Coordination			
Abramson, Joseph	38.50	89.00	3,426.50
Sandberg, Jeffry	1.50	143.00	214.50
Willenbring, Peter	3.00	153.00	459.00
Design			
Abramson, Joseph	8.00	89.00	712.00
Meetings			
Abramson, Joseph	4.00	89.00	356.00
Hubmer, Todd	2.00	153.00	306.00
Construction Observation			
Abramson, Joseph	10.50	89.00	934.50
Hackman, Doug	63.00	117.00	7,371.00
Johnson, Luke	7.50	83.00	622.50
Totals	138.00		14,402.00
<b>Total Labor</b>			<b>14,402.00</b>

V = 7559  
PO = 390906  
RC = 6/3/77

Billing Limits	Current	Prior	To-Date
Total Billings	14,402.00	97,309.50	111,711.50
Limit			117,841.00
Remaining			6,129.50

Total this Invoice **\$14,402.00**

OK ASW  
AP 6/49

Comments:

Approved by:

Reviewed by: Peter Willenbring  
Project Manager: Joseph Abramson

V = 7559  
PO = 390906  
RC = 625105

RECEIVED  
MAY - 6 2015  
BY: \_\_\_\_\_



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Minneapolis Park and Recreation Board  
Attn: Andrea S. Weber  
2117 West River Road  
Minneapolis, MN 55411-2227

April 23, 2015  
Project No: 01166-820  
Invoice No: 27

701 Xenia Avenue South  
Suite 300  
Minneapolis, MN 55416  
Tel: (763) 541-4800  
Fax: (763) 541-1700

EDMS

Main Stem of Bassett Creek Restoration Project  
Department Contact: Parks and Recreation  
Last Name of Contact from City of Minneapolis: Weber  
Contract # C-37064

Professional Services from March 01, 2015 to March 31, 2015  
Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Abramson, Joseph	23.00	89.00	2,047.00
Sandberg, Jeffry	3.00	143.00	429.00
Willenbring, Peter	5.00	153.00	765.00
Meetings			
Abramson, Joseph	4.25	89.00	378.25
Construction Observation			
Hackman, Doug	17.00	117.00	1,989.00
Totals	52.25		5,608.25
<b>Total Labor</b>			<b>5,608.25</b>

Billing Limits	Current	Prior	To-Date
Total Billings	5,608.25	128,741.75	134,350.00
Limit			138,902.00
Remaining			4,552.00

Total this Invoice **\$5,608.25**

OK ASW  
AP CAG

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by: Peter Willenbring

Reviewed by: Peter Willenbring  
Project Manager: Joseph Abramson

# APPLICATION AND CERTIFICATE FOR PAYMENT

TO: WSB & Associates  
 Pete Willebranding  
 701 Xenia Ave S Suite 300  
 Minneapolis, MN 55416

FROM: Rachel Contracting, Inc  
 4125 Napier Court NE  
 St. Michael, MN 55376

CONTRACTOR FOR: St. Michael, MN 55376

PROJECT: Main Stem of Bassett Creek

AIA DOCUMENT G702

APPLICATION NO: 14120.1

PERIOD FROM: 11/19/2014

PERIOD TO: 2/10/2015

APPLICATION DATE: 2/10/2015

CONTRACT DATE: 11/19/2014

PAGE ONE OF

Distribution to:  OWNER  CONTRACTOR  OTHER

## CONTRACTORS APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM: \$870,495.00
2. Net change by Change Orders: \$ -
3. CONTRACT SUM TO DATE (Line 1+2): \$ 870,495.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703): \$232,796.50
5. RETAINAGE:
  - a. 5% of Completed Work: \$ 11,639.83 (Columns D + E on G703)
  - b. % of Stored Material: \$ - (Columns F on G703)
6. TOTAL EARNED LESS RETAINAGE: \$ 11,639.83 (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT: \$ - (Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE: \$ 221,156.68
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6): \$ 649,338.33

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
TOTAL CHANGES APPROVED IN PREVIOUS MONTHS BY OWNER		
TOTAL APPROVED THIS MONTH		
<b>TOTALS</b>	<b>\$ -</b>	<b>\$ 0</b>
NET CHANGES BY CHANGE ORDER		

The undersigned Contractor certifies that to the best of the Contractor's Knowledge, Information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from Owner, and that current payment shown herein is now due.

CONTRACTOR: *[Signature]* Date: 2/10/2015

State of: MN  
 County of: Wright  
 Described and sworn to before me this 10th day of February, 2015

Notary Public: *[Signature]*  
 My Commission Expires: January 31, 2017



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Document, based on on-site observation and the date *2/10/2015* comprising the application, the Architect certifies to the Owner that to the best of the Architect's Knowledge, Information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED: \$ 221,156.68

AMOUNT CERTIFIED: \$ 221,156.68

(Attach explanation if the amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the AMOUNT CERTIFIED)

By: *[Signature]* Date: 2/13/15

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONSTRUCTION SHEET

1-A Document 0703, 1982 EDITION AND CERTIFICATION FOR PAYMENT, containing  
 Contract and signed certification is attached.  
 A tabular list of items, amounts received for the items listed.  
 The Column 1 on Contract, when available, shall be used for items.

ALL DOCUMENTS 0703

PAGE 2 OF 4 PAGES  
 APPLICATION NO: 147261  
 PERIOD BILLING: 02/19/15  
 APPLICATION DATE: 02/19/15

A	B	C	D	E	F	G	H	I				
ITEM NO.	DESCRIPTION OF WORK	UNIT	EST QTY	QTY TO DATE	UNIT PRICE	SCHEDULED VALUE	WORK COMPLETED THROUGH PERIOD	MATERIALS FREIGHTLY STORED (QTY * PRICE)	TOTAL COMPLETED AND STORED TO DATE (QTY * PRICE)	%	BALANCE TO BE PAID (C-0)	RETENANCE (% VARIABLE RATE)
1	MOBILIZATION - STATION 164+00 TO 148+00 INCLUDING SWENEY (MAX 2.5%) - (S-5)	LS	1.00	1.00	\$22,500.00	\$22,500.00	\$0.00	\$0.00	\$22,500.00	100.00%	\$0.00	\$0.00
2	MOBILIZATION - STATION 148+01 TO 2119+00 - (MAX 2.5%) - (S-5)	LS	1.00	1.00	\$22,500.00	\$22,500.00	\$0.00	\$0.00	\$22,500.00	100.00%	\$0.00	\$0.00
3	MOBILIZATION - STATION 119+01 TO 105+00 - (MAX 2.5%) - (S-5)	LS	1.00	1.00	\$22,500.00	\$22,500.00	\$0.00	\$0.00	\$22,500.00	100.00%	\$0.00	\$0.00
4	MOBILIZATION - STATION 85+00 TO 65+00 - (MAX 2.5%) - (S-5)	LS	1.00	1.00	\$22,500.00	\$22,500.00	\$0.00	\$0.00	\$22,500.00	100.00%	\$0.00	\$0.00
5	SILT FENCE, 57TH MACHINE SLICED	LF	2,500.00	1,770.00	\$3.00	\$7,500.00	\$5,110.00	\$0.00	\$5,110.00	70.80%	\$2,390.00	\$0.00
6	MOVING WATER (S-13)	LF	350.00	50.00	\$14.00	\$4,900.00	\$700.00	\$0.00	\$700.00	14.29%	\$4,200.00	\$0.00
7	TEMPORARY ROCK CONSTRUCTION ACCESS (S-12)	Bech	10.00	4.00	\$1,100.00	\$11,000.00	\$0.00	\$0.00	\$11,000.00	40.00%	\$6,000.00	\$0.00
8	CLEANING (S-6)	Acres	30.00	11.55	\$3,000.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	38.50%	\$5,550.00	\$0.00
9	CRUBBERING (S-7)	Acres	25.00	9.25	\$2,000.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	37.00%	\$31,500.00	\$0.00
10	STONE PILE ABUTMENT (S-15)	LF	5,600.00	1,935.00	\$16.00	\$89,600.00	\$22,288.00	\$0.00	\$22,288.00	24.88%	\$67,312.00	\$0.00
11	COARSE FILTER AGGREGATE (S-16)	Ton	455.00	141.75	\$46.00	\$20,930.00	\$6,505.50	\$0.00	\$6,505.50	31.15%	\$14,424.50	\$0.00
12	FILL DIRT, RIP RAP CLASS II (S-18)	Ton	300.00	100.00	\$58.00	\$17,400.00	\$0.00	\$0.00	\$17,400.00	33.33%	\$11,600.00	\$0.00
13	FILL DIRT, RIP RAP CLASS III (S-18)	Ton	150.00	21.00	\$62.00	\$9,300.00	\$0.00	\$0.00	\$9,300.00	14.00%	\$7,996.00	\$0.00
14	FILL DIRT, RIP RAP CLASS III (S-18)	Ton	300.00	72.00	\$66.00	\$19,800.00	\$4,752.00	\$0.00	\$4,752.00	24.00%	\$15,048.00	\$0.00
15	FILL DIRT, RIP RAP CLASS III (S-18)	Ton	50.00	14.00	\$68.00	\$3,400.00	\$0.00	\$0.00	\$3,400.00	28.00%	\$6,120.00	\$0.00
16	FILL DIRT, RIP RAP CLASS III (S-18)	Ton	1,000.00	269.00	\$72.00	\$72,000.00	\$0.00	\$0.00	\$72,000.00	26.90%	\$35,632.00	\$0.00
17	GRAVEL, 3/4" (S-17)	SO YD	100.00	920.00	\$17.00	\$1,700.00	\$0.00	\$0.00	\$1,700.00	36.00%	\$377,100.00	\$0.00
18	GRAVEL, 3/4" (S-17)	Bech	1,500.00	500.00	\$4.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%	\$6,000.00	\$0.00
19	ROOT WAD (S-17)	CY	1,000.00	1,260.00	\$3.00	\$3,800.00	\$0.00	\$0.00	\$3,800.00	0.00%	\$3,800.00	\$0.00
20	TOP SOIL BORROW (LV) (S-24)	SO YD	600.00	500.00	\$170.00	\$102,000.00	\$0.00	\$0.00	\$102,000.00	0.00%	\$102,000.00	\$0.00
21	STRIP SWEEPING	LS	1.00	0.50	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%	\$28,000.00	\$0.00
22	LIVE VASCINES (S-40)	Bech	1,000.00	328.00	\$7.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	52.80%	\$1,250.00	\$0.00
23	MULCH MATERIAL, TYPE I (S-25)	Ton	5.00	4.00	\$475.00	\$2,375.00	\$0.00	\$0.00	\$2,375.00	0.00%	\$20,000.00	\$0.00
24	SPREADING, LANDFILL SPEC (S-22)	Acres	2.00	0.42	\$2,300.00	\$4,600.00	\$0.00	\$0.00	\$4,600.00	0.00%	\$2,375.00	\$0.00
25	REMOVE BITUMINOUS WALK	SY	1,500.00	500.00	\$2.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	21.00%	\$3,634.00	\$0.00
26	AGGREGATE BASE (C) CLASS 5	Ton	500.00	22.00	\$22.00	\$11,000.00	\$0.00	\$0.00	\$11,000.00	0.00%	\$3,000.00	\$0.00
27	WIDE BITUMINOUS WALK	SY	1,500.00	500.00	\$10.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%	\$11,000.00	\$0.00
28	EXPOSURE CONTROL BLANKETS CATEGORY 4 (S-26)	NO YD	10,000.00	2,887.00	\$2.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%	\$2,200.00	\$0.00
29	TEMPORARY CONSTRUCTION FENCING (S-29)	LF	3,000.00	1,800.00	\$2.70	\$8,100.00	\$0.00	\$0.00	\$8,100.00	60.00%	\$3,240.00	\$0.00
30	STORM SEWER CLEANING (S-34)	LS	1.00	1.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%	\$15,000.00	\$0.00
GRAND TOTALS						\$870,495.00	\$0.00	\$232,795.50	\$1,103,290.50	26.74%	\$637,695.50	\$0.00

1-A DOCUMENT 0703 - CONTINUATION SHEET FOR 0702 - 1982 EDITION - 1-A - G 1982  
 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W. WASHINGTON, D.C. 20006-6202

0703-1982

# APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

**TO OWNERS:**  
WSB & Associates  
Pete Willenbring  
701 Xenia Ave S Suite 300  
Minneapolis, MN 55416

**FROM CONTRACTOR:**  
Rachel Contracting, Inc  
4125 Napier Court NE  
St Michael, MN 55376

**PROJECT:**

Main Stem of Bassett Creek

**APPLICATION NO.:**

14120.2

**Distribution to:**

**PERIOD FROM:**

2/11/2015

OWNER

**PERIOD TO:**

3/31/2015

CONTRACTOR

**APPLICATION DATE:**

3/17/2015

OTHER

**CONTRACT DATE:**

11/19/2014

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM..... \$870,495.00
  2. Net change by Change Orders..... \$
  3. CONTRACT SUM TO DATE (Line 1+2)..... \$ 870,495.00
  4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)..... \$585,315.10
  5. RETAINAGE:
    - a. 5% of Completed Work (Columns D + E on G703) \$ 28,263.76
    - b. % of Stored Material \$ -
- Total Retainage (line 5a + 5b or Total in Column I of G703)..... \$ 28,263.76
6. TOTAL EARNED LESS RETAINAGE..... \$556,049.34
  7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)..... \$ 221,156.67
  8. CURRENT PAYMENT DUE..... \$ 334,892.67
  9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)..... \$ 314,446.66

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
TOTAL CHANGES APPROVED IN PREVIOUS MONTHS BY OWNER		
TOTAL APPROVED THIS MONTH		
<b>TOTALS</b>	<b>\$</b>	<b>\$</b>
NET CHANGES BY CHANGE ORDER		0

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for payment were issued and payments retained from Owner, and that current payment shown herein is now due.

**CONTRACTOR:** Rachel Contracting, Inc

By: [Signature] Date: 3/17/2015

Aaron Belling - Project Manager  
State of: MN

County of: Wright  
Described and sworn to before me this 17th day of March, 2015

Notary Public: [Signature]  
My Commission Expires: January 31, 2017

**Engineer's ARCHITECTS CERTIFICATE FOR PAYMENT**

In accordance with the Contract Document, based on on-site observation and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED:** \$ 334,892.67

(Attach explanation if the amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the AMOUNT CERTIFIED)

By: [Signature] Date: 3-19-15

*DR AP 6/24*

*334,892.67*

This Certificate is not negotiable, the AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.





## Memorandum

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Co.  
**Subject:** Item 4F – 2241 Legend Drive Project – Golden Valley  
BCWMC October 15, 2015 Meeting Agenda  
**Date:** October 7, 2015  
**Project:** 23270051 2015 2059

### 4F 2241 Legend Drive Project – Golden Valley

#### Summary:

**Proposed Work:** Landscaping and installation of a berm to provide additional flood protection

**Basis for Commission Review:** Work within the floodplain

**Impervious Surface Area:** No change

**Recommendation:** Approval

#### General Background & Comments

The proposed project includes landscaping and installation of a berm to improve the flood protection at a single family home at 2241 Legend Drive (at the southwest quadrant of the intersection of Bassett Creek Drive and Legend Drive). The project is in the Bassett Creek Main Stem subwatershed. The project parcel is 0.27 acres; approximately 2,900 square feet will be graded to construct the project. The proposed project results in no change in the impervious surface of the parcel and has an existing impervious area of 2,650 square feet.

#### Floodplain

The project is located within the Bassett Creek floodplain (elevation 883.0). The project will result in 50 cubic feet of fill within the floodplain. The project will provide 50 cubic feet of compensatory storage on the site, immediately adjacent to the floodplain.

#### Wetlands

The project does not involve work in wetlands. The City of Golden Valley is the LGU for administering the Minnesota Wetland Conservation Act of 1991.

#### Stormwater Management

Under existing conditions the eastern portion of the site drains east toward Legend Drive and the western portion of the site drains west toward Bassett Creek. Under proposed conditions the drainage patterns of the site will remain the same. A sump with a pump will be installed to collect and remove water that accumulates between the berm and the home.

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Co.  
**Subject:** Item 4F – 2241 Legend Drive Project – Golden Valley  
**Date:** October 7, 2015  
**Page:** 2  
**Project:** 23270051 2015 2059

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## **Water Quality Management**

There is currently no constructed water quality treatment provided on the site. Because the project is creating and/or reconstructing less than one acre of impervious surface, no water quality treatment is required on-site. The BCWMC encourages the use of infiltration, filtration, or other abstraction of runoff from impervious area for all development and redevelopment projects as a best practice to reduce stormwater runoff. The proposed landscaping includes the installation of pervious pavers, which would reduce the amount of stormwater runoff as compared to traditional impervious surface.

## **Erosion and Sediment Control**

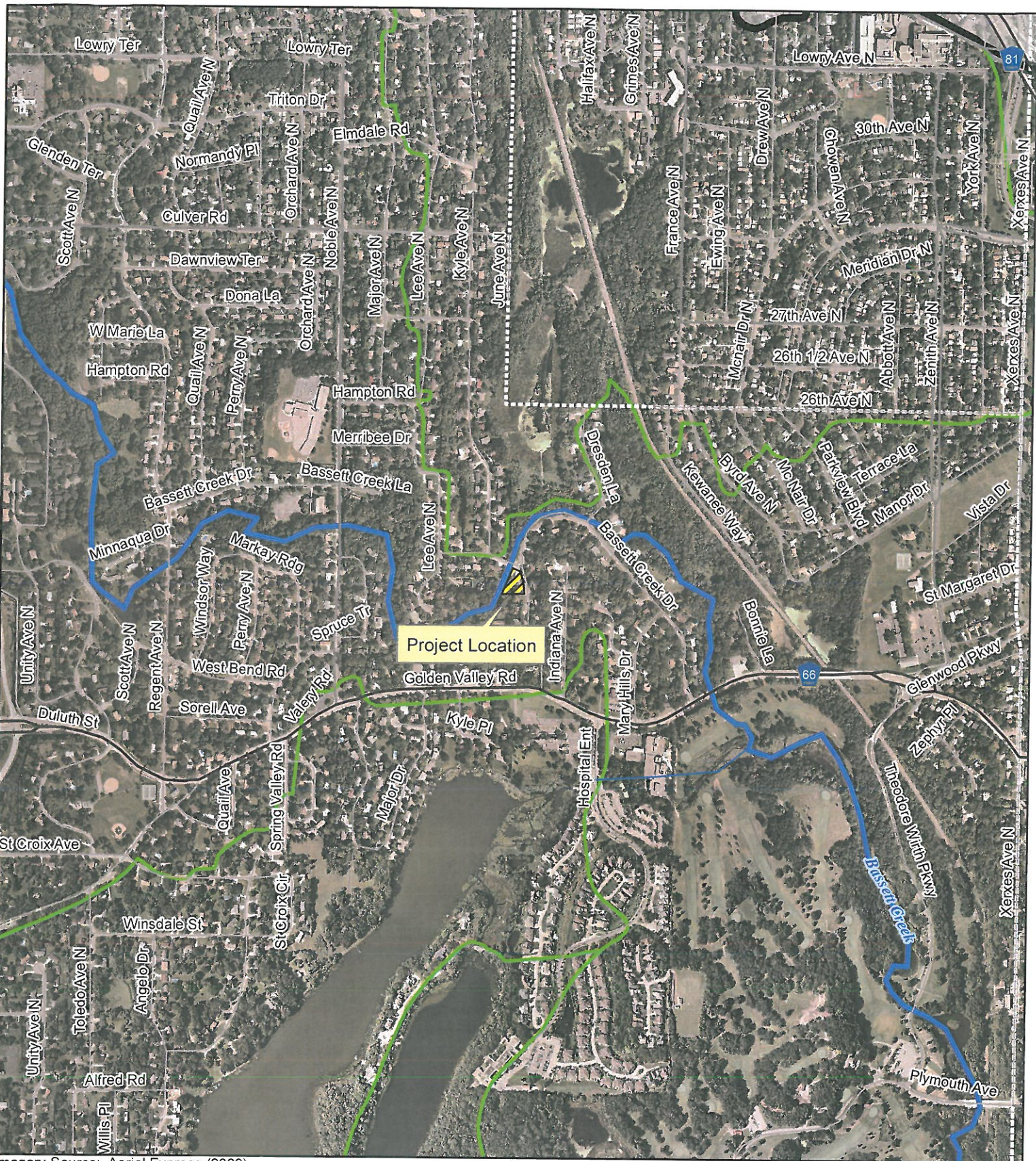
Since the area to be graded is less than 10,000 square feet and the project involves less than 200 cubic yards of cut or fill, the proposed project is not required to meet the BCWMC erosion control requirements. However, an erosion control plan was provided. Proposed temporary erosion control features include silt fence a rock construction entrance.

## **Recommendation**







Approval of the submitted plans.

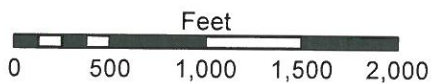


Barr Footer: ArcGIS 10.3, 2015-08-11 11:43 File: I:\Client\BassettCreek\GIS\maps\Permis\Maps-2015\2015-20.mxd User: CMH



Imagery Source: Aerial Express (2009)

-  Project Location
-  Bassett Creek
-  WMC Boundary
-  Major Subwatershed
-  Municipality
-  Stream



**LOCATION MAP  
APPLICATION 2015-28  
2241 Legend Drive  
Golden Valley, MN**

HENNEPIN COUNTY USER AGREEMENT

This Hennepin County User Agreement (“HCUA”) is between Hennepin County, State of Minnesota, (“COUNTY”) and Bassett Creek Watershed District, (“USER”).

**WITNESSETH:**

**WHEREAS**, COUNTY and Pictometry International Corporation (“Pictometry”) executed the AGREEMENT FOR THE PURCHASE OF A DIGITAL ORTHO AND OBLIQUE AERIAL PHOTOGRAPH AND INFORMATION SYSTEM LICENSE, as amended, for the licensing of oblique images and related systems (the “Pictometry Agreement”);

**WHEREAS**, Pictometry’s hosted software system (the “System”) collects, organizes, stores, displays and allows access to a collection of oblique images, metadata, data layers, models, reports and other geographic or structural visualizations or embodiments (“Delivered Content”);

**WHEREAS**, by the terms of the Pictometry Agreement, Pictometry granted COUNTY the right to allow duly authorized political units or subdivisions located totally or substantially within the boundaries of Hennepin County, including cities or townships, to access the System and Delivered Content.

**NOW, THEREFORE**, in consideration of the mutual undertakings and agreements set forth herein, COUNTY and USER agree as follows:

**1. Term.**

This HCUA shall commence upon signature by the Hennepin County Administrator and shall expire on October 1, 2018, unless terminated earlier in accordance with the provisions herein.

**2. Licenses.**

Subject to the provisions herein, COUNTY grants USER a limited, revocable, non-exclusive, royalty-free license to access and use the System and Delivered Content exclusively for the performance of USER’s public responsibilities. The rights granted in this paragraph may be referred to as the “License”. For clarification and not limitation, the License permits access or use by USER’s employees and contracted personnel performing USER’s public responsibilities (said employees or contracted personnel may be referred to as “Eligible Personnel” and, as applicable throughout this HCUA, the term “USER” shall include and apply to Eligible Personnel).

USER is solely responsible for implementing the technology necessary to access the System, to retrieve Delivered Content and to use, control and safeguard the Delivered Content pursuant to the obligations set forth herein.

Except as expressly set forth herein, USER shall acquire no right, title or interest in or to the System or Delivered Content.

USER shall strictly comply with the following:

(i) USER shall access the System and access, use, control and safeguard Delivered Content in compliance with the terms of this HCUA;

(ii) USER shall only access the System and Delivered content by and through a computer workstation or server (i) that is owned or leased by USER; (ii) that is under the exclusive control of USER; and (iii) that is exclusively available for use by USER (an "Authorized System");

(iii) USER shall not share or distribute System authentication information, usernames or passwords ("Authentication") with any unauthorized third-party;

(iv) USER shall secure and safeguard the System, Authentication and Delivered Content in USER's possession or control in the same manner that USER secures and safeguards its own critical or confidential systems, software, data, passwords or other information. If there is a conflict between USER's security requirements and COUNTY's security requirements, COUNTY's security requirements shall prevail;

(v) USER shall not access the Delivered Content by any means other than the System including but not limited to scraping, robots, wanderers, crawlers, spiders, etc (as those terms are commonly used and understood in the information technology industry);

(vi) USER shall be solely responsible for accessing, using and otherwise supporting the System including but not limited to paying all costs, expenses and communication charges associated with the same;

(vii) USER shall use, control and safeguard the Delivered Content in compliance with the terms of this HCUA and with applicable law including but not limited to the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13;

(viii) Except as expressly provided herein, USER shall not use, disclose, sell, market, distribute or otherwise make available the Delivered Content during the term of this HCUA or at any time thereafter except as required by law or with COUNTY's express written consent;

(ix) USER shall not allow third-party access to Delivered Content except as follows:

(a) USER may provide Delivered Content to individual members of the public requesting access to data pursuant to the Minnesota Government Data Practices Act subject to the following:

- (1) USER may permit inspection of Delivered Content on Authorized Systems;
- (2) USER may provide paper copies of Delivered Content; and
- (3) USER may provide .pdf or .jpg images of Delivered Content provided that USER may not assemble more than three (3) contiguous images into a single image.

(b) USER may provide Delivered Content to an entity performing services for USER (said entity, including but not limited to the entity's employees or contracted personnel, may be referred to as "Project Participant(s)") subject to the following:

- (1) Access and use of the Delivered Content by Project Participants shall be solely for the purpose of performance of tasks or preparation of materials for USER;
- (2) Project Participants shall be identified in writing to Pictometry prior to being granted access to the Delivered Content;
- (3) Unless Pictometry expressly waives such requirement, Project Participants shall enter a written agreement with Pictometry authorizing such access;
- (4) Project Participants shall access and use Delivered Content under USER's supervision;
- (5) USER may provide paper copies of Delivered Content to Project Participants; and
- (6) USER may provide static images of Delivered Content to Project Participants provided that the static image does not include any metadata.

Unless expressly authorized by the provisions herein, all other third-party access to Delivered Content is prohibited;

(x) USER shall not remove, delete, alter or otherwise modify any copyright messages on or associated with the System or Delivered Content, including but not limited to copyright notices from COUNTY or Pictometry.

### **3. Disclaimers and Limitations of Liability.**

COUNTY, BY AND THROUGH PICTOMETRY, IS PROVIDING THE SYSTEM AND DELIVERED CONTENT ON AN AS-IS BASIS WITH NO SUPPORT WHATSOEVER. THERE IS NO WARRANTY OF MERCHANTABILITY, NO WARRANTY OF FITNESS FOR PARTICULAR USE, NO WARRANTY OF NON-INFRINGEMENT, NO WARRANTY REGARDING THE USE OF THE INFORMATION OR THE RESULTS THEREOF AND NO OTHER WARRANTY OF ANY KIND, EXPRESS OR IMPLIED.

WITHOUT LIMITING THE FOREGOING, COUNTY DOES NOT WARRANT THE PERFORMANCE OF THE SYSTEM OR RELATED AND NECESSARY COMMUNICATIONS OR CONNECTIONS TO THE SYSTEM, THAT THE SYSTEM WILL BE UNINTERRUPTED OR ERROR FREE, THAT DEFECTS WILL BE CORRECTED, OR THAT THE SYSTEM IS FREE OF HARMFUL CODE. USER fully understands and agrees that (i) the System is subject to errors, omissions, delays or interruptions; and (ii) COUNTY, by and through Pictometry, may modify or change the System in a manner that may impact or restrict USER's access. In any such event, the COUNTY will not be liable for the cost of such changes, damages or other liability which may be sustained by USER.

WITHOUT LIMITING THE FOREGOING, COUNTY DOES NOT WARRANT THE ACCURACY, COMPLETENESS OR TIMELINESS OF THE DELIVERED CONTENT NOR DOES COUNTY WARRANT THAT DEFECTS IN THE SAME WILL BE CORRECTED. USER fully understands and agrees that (i) the Delivered Content is provided by third-parties, including but not limited to Pictometry; and (ii) COUNTY does not directly control and is not responsible for the Delivered Content. USER fully understands and agrees that the Delivered Content is subject to errors, omissions, delay or interruptions, including but not limited to (i) delays, errors or omissions in the receipt of the Delivered Content, (ii) changes, adjustments, corrections or modifications of the Delivered Content and (iii) that COUNTY may make modifications, changes and/or adjustments to the Delivered Content at any time and without notice to USER.

At the point of initial contact with any Delivered Content provided to the public, USER shall include the disclaimer set forth in the preceding three paragraphs, in the same or substantially similar format with necessary

adjustments for accuracy and applicability, including but not limited to defining “Delivered Content”.

IN NO EVENT SHALL COUNTY BE LIABLE FOR ACTUAL, DIRECT, INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL DAMAGES OR LOSS OF PROFIT, LOSS OF BUSINESS OR ANY OTHER FINANCIAL LOSS OR ANY OTHER DAMAGES EVEN IF THE COUNTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE. COUNTY’S SOLE LIABILITY AND USER’S SOLE AND EXCLUSIVE REMEDY FOR ANY DAMAGES RELATED TO THIS HCUA OR FOR ANY BREACH OF THIS HCUA, INCLUDING BUT NOT LIMITED TO LIABILITY FOR SYSTEM OR DELIVERED CONTENT NONPERFORMANCE, ERRORS OR OMISSIONS, SHALL BE LIMITED TO RESTORING OR CORRECTING THE SYSTEM OR DELIVERED CONTENT TO THE EXTENT AND DEGREE COUNTY IS CAPABLE OF PERFORMING THE SAME AND AS IS REASONABLY POSSIBLE UNDER THE PERTINENT CIRCUMSTANCES.

#### **4. Royalty Free License.**

The License is royalty free. COUNTY is not providing any implementation, maintenance, support or other services hereunder and, as such, USER shall not pay COUNTY any amount for services pursuant to this HCUA.

#### **5. Compliance with Applicable Law and Data.**

USER and COUNTY shall comply with all applicable federal, state and local statutes, regulations, rules and ordinances currently in force or later enacted.

Subject to the provisions set forth in Section 2 above, the parties, their officers, agents, owners, partners, employees, volunteers and subcontractors shall abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13 (MGDPA) and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality. USER shall promptly notify COUNTY if USER becomes aware of any potential claims, or facts giving rise to such claims, under the MGDPA.

#### **6. Termination.**

If COUNTY reasonably believes that USER is not complying with any terms of this HCUA, including but not limited to the license or related limitations, COUNTY may immediately terminate this HCUA and thereby terminate the License and USER’s access to and use of the System and Delivered Content.

Either party may terminate this HCUA without cause at any time by upon thirty (30) day written notice to the other party.

Notwithstanding the term set forth herein, the HCUA shall terminate upon the expiration or termination, for any reason, of the Pictometry Agreement.

## **7. Liability.**

USER agrees to defend, indemnify, and hold harmless the COUNTY, their officials, officers, agents, volunteers and employees from any liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney's fees, resulting directly or indirectly from USER's use of or access to the System or Delivered Content, from USER's failure to comply with the terms of this HCUA or from failure to perform any duties and obligations required by applicable law and/or this HCUA.

Each party's liability shall be governed by the provisions of applicable law including but not limited to the Municipal Tort Claims Act, Minnesota Statutes Chapter 466, and other applicable law. The statutory limits of liability for some or all of the parties may not be added together or stacked to increase the maximum amount of liability for any party. This paragraph shall not be construed to bar legal remedies one party may have for the other party's failure to fulfill its obligations under this HCUA. Nothing in this HCUA constitutes a waiver by the USER or COUNTY of any statutory or common law defenses, immunities, or limits on liability.

## **8. Miscellaneous Provisions.**

The Hennepin County Geographic Information Systems Manager, or his/her designee, shall manage this HCUA on behalf of the COUNTY and perform the other duties expressly set forth herein.

Except as directed by COUNTY, USER shall not use the term "Hennepin County", or any derivative thereof in USER's advertising, external facing communication and/or marketing, including but not limited to advertisements of any type or form, promotional ads/literature, client lists and/or any other form of outreach, without the written approval of the Hennepin County Public Affairs/Communications Department, or their designees.

USER and COUNTY intend that this HCUA will not benefit or create any right or cause of action in or on behalf of any person or entity other than the parties.

The laws of the state of Minnesota shall govern all questions and interpretations concerning the validity and construction of this HCUA and the legal relations between the parties and their performance.

The remainder of this page is blank.

COUNTY AUTHORIZATION

Reviewed by the County  
Attorney's Office

\_\_\_\_\_

Date: \_\_\_\_\_

COUNTY OF HENNEPIN  
STATE OF MINNESOTA

By: \_\_\_\_\_  
Hennepin County Administrator

USER

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Title: \_\_\_\_\_

Date: \_\_\_\_\_





## Bassett Creek Watershed Management Commission

### MEMO

To: BCWMC Commissioners  
From: Laura Jester, Administrator  
Date: October 7, 2015

**RE: Financial Accounting of Watershed Management Plan Development**

As you are well aware, the development of the 2015 BCMWC Watershed Management Plan was quite a process – a very successful and thorough process, but one that took more time, effort, and funding than originally planned. Starting in 2012, the Plan Steering Committee was established and started meeting, the gaps analysis was performed ([Appendix D](#) in the final Plan), and a new Commission mission statement was generated: *Stewardship of water resources to protect and enhance our communities.*

A thorough public input process (called the Watershed Assessment and Visioning Exercise or WAVE) began early in 2013 and culminated in the Watershed Summit in June. The process included an online survey with 174 respondents, a small group discussion and issues identification session in each city with city officials and/or city staff, the Watershed Summit event where the public prioritized issues, and a prioritization of issues by the Commission, TAC members, and technical partners. (Results of the WAVE process are found in [Appendix E](#) of the Plan.)

In the beginning of the Plan development process, the Commission had planned and budgeted for a simpler “update” to the 2004 Plan without a significant overhaul of its policies and strategies. However, as meetings with the Plan Steering Committee, Commission, TAC, member communities, and partnering agencies got underway - the Plan’s goals, strategies, and policies were discussed at length. The desire (by some) for new policies emerged – including buffer requirements; and the possibility for significant changes to other policies became apparent (such as the adoption of MIDS to replace the 2004 development requirements, and a change to the Commission’s waterbody classification system). Other tasks also took longer than expected including the compilation of existing data and the development of the Land and Water Resource Inventory and its twenty figures ([Section 2](#), [Appendix F](#)).

Overall, the original Plan budget of \$95,485 was exceeded substantially. However, the Commission wisely budgeted each year for the ongoing work anticipated in the following year: 2012 = \$40,000; 2013 = \$40,000; 2014 = \$40,000; 2015 = \$30,000 for a total budget of \$150,000. In the end, a total of \$148,120 was spent on Plan development, plus my time of \$21,560 (which was not included in the Plan budget) for a final grand total of \$169,680. The in-depth public input process and the detailed and lengthy discussions among Commissioners, TAC members, partners, and agencies resulted in a robust Watershed Management Plan that will carry the Commission through the next 10 years! Furthermore, the Commission remains in good financial standing.



## Memorandum

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Company  
**Subject:** Item 5B – Order Feasibility Study for Bassett Creek Main Stem Restoration, Cedar Lake Road to Dupont Avenue N/2nd Avenue N, plus Fruen Mill Site  
BCWMC October 15, 2015, Meeting Agenda  
**Date:** October 7, 2015

### **Item 5B. Order Feasibility Study for Bassett Creek Main Stem Restoration, Cedar Lake Road to Dupont Avenue N/2<sup>nd</sup> Avenue N, plus Fruen Mill Site (2017 CR-M)**

#### **Recommendations:**

1. Consider approving the scope of work and \$86,800 budget presented in this memorandum and direct the Engineer to complete the feasibility study for the restoration of the Bassett Creek Main Stem from Cedar Lake Road to Dupont Avenue N (new Bassett Creek tunnel entrance) and 2<sup>nd</sup> Avenue N (old Bassett Creek tunnel entrance), plus the Fruen Mill site (2017CR-M), to be constructed in 2017.
2. Direct the Engineer to consult with the U.S. Army Corps of Engineers (USACE) to determine whether the Resources Management Plan Pre-application Consultation Protocols may apply for this project.
3. Direct the Engineer to prepare a stream feasibility study that complies with the requirements of the USACE and BCWMC criteria.

#### **Background**

The proposed Main Stem restoration project is in the Bassett Creek Watershed Management Commission's (BCWMC) current CIP (2017CR-M) and scheduled to be constructed in 2017. The project as described in the CIP would address needed stabilization and restoration along the Main Stem of Bassett Creek from Cedar Lake Road to Irving Avenue S, downstream of the current Main Stem project (BCWMC CIP 2012CR) nearing completion. The City of Minneapolis has requested that two additional reaches be included in the feasibility study. The first additional reach would extend the study reach from Irving Avenue S to Dupont Avenue N and to 2<sup>nd</sup> Avenue N. The second additional reach is adjacent to the Fruen Mill (Figure 1).

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Company  
**Subject:** Item 5B – Order Feasibility Study for Bassett Creek Main Stem Restoration, Cedar Lake Road to Dupont Avenue N/2nd Avenue N, plus Fruen Mill Site  
BCWMC October 15, 2015, Meeting Agenda  
**Date:** October 7, 2015  
**Page:** 2

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As is required for BCWMC CIP Projects, a feasibility study must be completed prior to BCWMC holding a hearing and ordering the project. The feasibility study would examine methods to stabilize and restore areas of erosion within this corridor.

This project is consistent with the goals (Section 4.1) and policies (Section 4.2.5) for stream restoration and protection in the 2015 – 2025 BCWMC Watershed Management Plan. The City of Minneapolis requested the project be completed in 2017; the CIP project would address the issues identified in past erosion inventories completed by the Minneapolis Park and Recreation Board (MPRB), as well as any new sites discovered during the study.

The BCWMC completed a Resource Management Plan (RMP) in 2009 through which the Corps of Engineers (USACE) and the BCWMC agreed on a series of steps, work items, deliverables (called “protocols”) that must be accomplished and submitted to complete the RMP process and USACE review/approval process. Although this reach of Bassett Creek was not included in the RMP, the USACE has allowed the RMP protocols to be applied to other projects not specifically included in the RMP. With the completion of the protocols, we expect the USACE application process to move more quickly than it would otherwise. Most of the protocols must be addressed as part of the feasibility study, in addition to the usual tasks that would be performed as part of a feasibility study under the criteria adopted by the BCWMC in October 2013.

Due to the high risk of contamination along this reach, it is also important to identify soil contamination issues in this feasibility study to accurately estimate the total project costs. To address this, a Phase I (and possibly a Phase II) environmental study of contamination issues is included as part of the feasibility study scope. The Phase I work will review the existing soils contamination information available from previous studies completed in the lower Bassett Creek Valley over the last 26 years. The cost and scope of a Phase II investigation would be guided by the results of the Phase I; an estimated amount is included in the cost estimate.

## **Content and Scope of Feasibility Study**

The feasibility study will address and include the feasibility study criteria adopted by the BCWMC in October 2013:

- Analysis of multiple alternatives with the context of Commission objectives, including the following for each alternative:
  - Pros and cons analysis
  - Cost estimate for construction and a “30-year cost”
  - Analysis of life expectancy
  - Summarize each alternative for the Commission to judge its merits
  - Cost estimate for annualized cost per pound of pollutant removal

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Company  
**Subject:** Item 5B – Order Feasibility Study for Bassett Creek Main Stem Restoration, Cedar Lake Road to Dupont Avenue N/2nd Avenue N, plus Fruen Mill Site  
BCWMC October 15, 2015, Meeting Agenda  
**Date:** October 7, 2015  
**Page:** 3

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- Evaluation of new and/or innovative approaches
- Identification of permitting requirements

As noted earlier, most of the RMP protocols must be addressed as part of the feasibility study. In addition to the tasks above, the feasibility study will include the following items to meet the RMP pre-applications protocols:

- Review of cultural resources
- Identification of wetland impacts

In addition to the RMP protocols and specific criteria adopted by the BCMWC, it is important to gather public input early and often in the process. The BCWMC Engineer will work with the BCWMC Administrator, staff from the City of Minneapolis Public Works, and staff from the Minneapolis Park and Recreation Board (MPRB) to identify the most-effective means to gather public input. Prior to completing the draft feasibility report, we will seek input from impacted landowners and users of adjacent public lands by discussing identified problems and the means under consideration to address the issues.

This feasibility study will address up to three reaches (Figure 1):

- 1) Cedar Lake Road to Irving Avenue S – This is the reach currently included in the BCWMC’s CIP as 2017 CR-M.
- 2) Irving Avenue S to Dupont Avenue N/2<sup>nd</sup> Avenue N - A second reach would extend the CIP reach from Irving Avenue to the two points where the BCWMC jurisdiction ends. These two end points are a) Dupont Avenue N, the location where Bassett Creek enters the new Bassett Creek tunnel, and b) 2<sup>nd</sup> Avenue N, the point where the open (mostly dry) old creekbed enters the old Bassett Creek tunnel. Beyond these endpoints, conveyance is through the new and old tunnels, respectively, which are not in the BCWMC jurisdiction—they are within the jurisdiction of the Mississippi Watershed Management Organization. Although this reach was not originally identified in BCWMC CIP 2017CR-M, the addition of this reach would result in the completion of feasibility studies for all Bassett Creek reaches within Minneapolis\*, a more cost-effective approach than conducting a separate feasibility study in the future for this short reach.

(\* The exception to this statement is the historic creek channel that is proposed to be addressed in year 2020 by BCWMC CIP #BC-9. Because of the considerable changes in the area likely to stem from LRT construction in about 2018, the feasibility study for BC-9 should wait until LRT impacts on conditions are known.)

- 3) Fruen Mill Reach – The reach of Bassett Creek adjacent to the Fruen Mill was included in a 2011 feasibility study and the draft construction plans for CIP project 2012 CR. However, land ownership and other issues resulted in the dropping of this reach from the 2012 CR project, so

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Company  
**Subject:** Item 5B – Order Feasibility Study for Bassett Creek Main Stem Restoration, Cedar Lake Road to Dupont Avenue N/2nd Avenue N, plus Fruen Mill Site  
BCWMC October 15, 2015, Meeting Agenda  
**Date:** October 7, 2015  
**Page:** 4

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stabilization has not yet occurred along this reach. We recommend adding this reach to the scope of work for this feasibility study because of the recent changes to land ownership and the changes to MPRB plans for trail alignments along this reach.

The stream restoration project will include excavation and grading activities which may have the potential to encounter legacy contamination issues associated with historical land uses at properties adjoining the creek. Hennepin County, the Minnesota Pollution Control Agency and the City of Minneapolis have already carried out considerable environmental investigation work in the area, however, due diligence will require at least some additional environmental investigation. The proposed work scope for the study includes a limited Phase I Environmental Site Assessment (Phase I) to review available records for properties in the project area (regulatory databases, historical air photos, interviews with people knowledgeable about the historical land use, etc.). The Phase I review would focus on summarizing soil contamination data already compiled in the Hennepin County Bassett Creek Areawide Groundwater Study Environmental Data Access Tool, which covers the proposed stream restoration area. If potential concerns or data gaps regarding the extent of contamination are identified during the Phase I, then a Phase II field investigation would be completed.

The Phase II work would focus on areas where historical contamination is suspected and where data is not already available, with emphasis on locations where excavation is planned for the stream restoration project. The Phase II investigation would include collection of environmental samples from the project area for laboratory analyses to determine if contamination is present. The cost and scope of the Phase II investigation would be guided by the results of the Phase I; an estimated amount is included in the cost estimate.

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

## **1) Project Meetings**

- a) Project kick-off meeting with BCWMC and staff from Minneapolis Public Works and MPRB.
- b) Hold two meetings with BCWMC staff, City staff, MPRB staff, USACE and MN DNR; one to discuss initial concept alternatives and review permit requirements and a second meeting to discuss refined concept alternatives and review permit requirements for project.
- c) The BCWMC Engineer will obtain written confirmation of discussion results from the regulatory agencies.

## **2) Evaluation and Concept Plans**

- a) Field work and site visits – review previously identified sites in 2011 feasibility study, 2005 MPRB erosion survey and additional new erosion/sedimentation sites; including site visits to assess current conditions in relation to previous evaluations and document changes evident.

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Company  
**Subject:** Item 5B – Order Feasibility Study for Bassett Creek Main Stem Restoration, Cedar Lake Road to Dupont Avenue N/2nd Avenue N, plus Fruen Mill Site  
BCWMC October 15, 2015, Meeting Agenda  
**Date:** October 7, 2015  
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- b) Review the MPRB's plans for the Fruen Mill reach; including site visit to assess current conditions in relation to previous designs, document any changes evident, and evaluate applicability of prior remedies to current conditions.
- c) Review available hydraulic modeling.
- d) Review and summarize background information.
- e) Develop concept plans and cost estimates for stream stabilization.

### **3) Wetland Impacts Evaluation**

- a) Collect base data (GIS air photos, soil survey, National Wetland Inventory maps, etc.) for field wetland assessments that will determine the presence or absence of wetlands at the identified stabilization sites and include potential wetland impacts feasibility analysis. Based on past work, it is assumed that no wetlands are present within this reach except for Bassett Creek itself.
- b) If wetlands are found on-site, full wetland delineations as per the USACE 1987 Manual and regional supplements will need to occur during the project design phase (outside the scope of this project).

### **4) Archeological Evaluation**

- a) Document cultural resources through a desktop cultural reconnaissance survey using historical air photos to scope potential issues that may factor into the USACE permit conditions and cost estimate. This primarily post-industrial landscape has been severely altered over the last 150 years so few intact cultural resources are likely present.

### **5) Soil conditions survey**

- b) Perform Phase I to review available records for properties in the project area (regulatory databases, historical air photos, interviews with people knowledgeable about the historical land use, etc.)
- c) Perform Phase II environmental study to identify soil contamination issues, limited to sites 1) where Phase I analysis has identified a high likelihood of contamination, 2) that are high priority for stabilization, naturalization or other improvements, 3) where earthwork would require mitigation, and where 4) there are not reasonable alternatives that would not involve contaminated soils if present (need for and cost of Phase II dependent upon Phase I results).

### **6) Discuss project impacts with public**

- a) Coordinate with BCWMC Administrator and City staff to determine best means to gather public input, such as mailings, newspaper articles, open houses, etc. Primary group for public discussions will be the Bassett Creek Valley Redevelopment Oversight Committee. This group of

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Bryn Mawr and Harrison neighborhood residents, along with City staff, meet once a month to shape development in the Bassett Creek Valley. Friends of Bassett Creek members will be invited to discussions as well. The budget for this task includes time to prepare for and attend two public meetings, and it is assumed that meeting coordination and set-up will be largely completed by the BCWMC Administrator with assistance from the City and MPRB.

- b) Assist with public involvement process as necessary.

## 7) Feasibility Report

- a) Draft report for review by City and BCWMC; revise report based upon review comments.
- b) Present draft feasibility study findings at BCWMC meeting.
- c) Prepare final report for approval at BCWMC meeting and use at future project hearing.

## Cost Estimates

Our cost estimate for the scope of work outlined above divides the cost into three parts:

- Reach #1) cost for the Cedar Lake Road to Irving Avenue CIP reach (base cost),
- Reach #2) additional cost for inclusion of the Irving Avenue to 2nd Avenue North/Dupont Avenue North, and
- Reach #3) additional cost to include bank stabilization measures at the Fruen Mill area.

### Work Scope Reach #1: Cedar Lake Road to Irving Avenue CIP Reach

Tasks	Estimated Cost
<b>1. Initial meetings with USACE and MN DNR</b>	\$2,500
<b>2. Information review, reach evaluation and development of concept alternatives and cost estimates</b>	\$16,200
<b>3. Wetland assessment</b>	\$2,600
<b>4. Archeological evaluation</b>	\$600
<b>5a. Phase I soil contamination investigation</b>	\$10,000
<b>5b. Phase II soil contamination investigation (scope dependent on Phase I results)</b>	\$20,500
<b>6. Public meetings</b>	\$2,500
<b>7. Feasibility Report</b>	\$17,900
<b>Total (base cost)</b>	<b>\$72,800</b>

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**Work Scope Reach #2: Irving Avenue to Dupont Avenue N/2nd Avenue N Reach (if combined with Reach #1)**

Tasks	Additional Cost for Reach 2	Estimated Total for Reaches 1 and 2 combined
<b>1. Initial meetings with USACE and MN DNR</b>	-0 <sup>-1</sup>	\$2,500
<b>2. Information review, reach evaluation and development of concept alternatives and cost estimates</b>	\$4,500	\$20,700
<b>3. Wetland assessment</b>	\$1,500	\$4,100
<b>4. Archeological evaluation</b>	-0 <sup>-1</sup>	\$600
<b>5a. Phase I soil contamination investigation</b>	-0 <sup>-1</sup>	\$10,000
<b>5b. Phase II soil contamination investigation (scope dependent on Phase I results)</b>	-0 <sup>-1</sup>	\$20,500
<b>6. Public meetings</b>	-0 <sup>-1</sup>	\$2,500
<b>7. Feasibility Report</b>	\$3,500	\$21,400
<b>Total</b>	<b>\$9,500</b>	<b>\$82,300</b>

<sup>1</sup> Costs included in Reach 1 base cost

**Work Scope Reach #3: Fruen Mill Reach (if combined with Reaches #1 and #2)**

Tasks	Additional Cost for Reach 3	Estimated Total for All Three Reaches
<b>1. Initial meetings with USACE and MN DNR</b>	-0 <sup>-1</sup>	\$2,500
<b>2. Information review, reach evaluation and development of concept alternatives and cost estimates</b>	\$2,500	\$23,200
<b>3. Wetland assessment</b>	-0 <sup>-2</sup>	\$4,100
<b>4. Archeological evaluation</b>	-0 <sup>-1</sup>	\$1,000
<b>5a. Phase I soil contamination investigation</b>	-0 <sup>-1</sup>	\$10,000
<b>5b. Phase II soil contamination investigation (scope dependent on Phase I results)</b>	-0 <sup>-1</sup>	\$20,500
<b>6. Public meetings</b>	-0 <sup>-1</sup>	\$2,500
<b>7. Feasibility Report</b>	\$2,000	\$23,400
<b>Total</b>	<b>\$4,500</b>	<b>\$86,800</b>

<sup>1</sup> Costs included in Reach 1 base cost

<sup>2</sup> Wetland assessment performed as part of 2011 main stem feasibility study



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## Schedule

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

<b>Tasks and milestones</b>	<b>Estimated Completion Date</b>
<b>Kick-off meeting with BCWMC, City of Minneapolis and MPRB</b>	October 30, 2015
<b>Information review and reach evaluation</b>	November 12, 2015
<b>Complete wetland assessment</b>	November 12, 2015
<b>Complete archeological investigation</b>	November 12, 2015
<b>Phase I soil contamination investigation</b>	November 20, 2015
<b>Hold initial meeting with City, MPRB, USACE, and MN DNR</b>	November 20, 2015
<b>Public meeting #1</b>	November 25, 2015
<b>Develop initial concept alternatives; develop preliminary cost estimates</b>	November 25, 2015
<b>Hold second meeting with City, MPRB, USACE, and MN DNR</b>	January 15, 2016
<b>Public meeting #2 (if needed)</b>	January 20, 2016
<b>Phase II soil contamination investigation (scope dependent on Phase I results)</b>	January 26, 2016
<b>Revise and refine concept alternatives and cost estimates</b>	January 29, 2016
<b>Submit draft feasibility report for City and MPRB review</b>	February 5, 2016
<b>City and MPRB complete review</b>	February 19, 2016
<b>Submit draft feasibility report for BCWMC review at Commission meeting</b>	March 9, 2016
<b>BCWMC completes review at Commission meeting</b>	March 17, 2016
<b>Submit final feasibility report for BCWMC review at Commission meeting</b>	April 13, 2016
<b>Final Feasibility Report – BCWMC approval at Commission meeting</b>	April 21, 2016

## Memorandum

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Company  
**Subject:** Item 5C –Receive Update on XP-SWMM Phase 2 Project  
BCWMC October 15, 2015 Meeting Agenda  
**Date:** October 6, 2015  
**Project:** 23/27-0051 2015

### 5C Receive Update on XP-SWMM Phase 2 Project

#### Recommendations

- Information only

#### Status Update on Work for the XP-SWMM Model (Phase 2)

The following items summarize the status of the work completed to date on the development of the BCWMC XP-SWMM Phase 2 model. The 2015 scope focuses on the development and calibration of the XP-SWMM models for the Medicine Lake and Plymouth Creek (including Parkers Lake) watersheds.

As noted in the third bullet below, we requested information from city staff to fill in data gaps for the model. City staff gathered and transmitted important data to us for use in the model's development. We acknowledge and thank city staff for the (sometimes significant) number of hours they spent on this task. Without this assistance from city staff, the BCWMC's project costs would have been higher.

- **Subdivision of watersheds: *Task complete.*** We subdivided the Medicine Lake and Plymouth Creek subwatersheds based on the existing BCWMC P8 model subwatersheds. We made minor revisions to subwatershed divides in a few locations within the XP-SWMM model to better address the needs of hydrologic and hydraulic modeling and to reflect any new data obtained during this process (e.g. storm sewer information, as-built drawings, topography). Based on the new XP-SWMM watershed divides, there are 171 subwatersheds in the Plymouth Creek model area and 242 subwatersheds in the Medicine Lake model area.
- **Developing revised watershed hydrology inputs: *Task nearly complete.*** We used the revised USDA SSURGO soils data to develop infiltration parameters based on the assigned hydrologic soil groups. For unclassified soil types, we will assume C soils, which is the predominant hydrologic soil classifications in the Twin Cities. Most of these unclassified soil types are present in largely impervious areas, where little rainfall infiltrates and the runoff is driven by impervious land cover. Average subwatershed slopes were developed based on the Minnesota Department of Natural Resources (MnDNR) 2011 LiDAR dataset. The initial

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subwatershed widths (an input parameter used for XP-SWMM) were developed based on the subwatershed areas and the longest flowpaths through the subwatershed. We are in the process of developing the subwatershed imperviousness, which will be based on the 2011 University of Minnesota Twin Cities metro area land cover/imperviousness data set and current land use information.

- **Modeling of storm sewer & outlet structures: *Task underway.*** We used storm sewer information obtained during BCWMC P8 model revisions, focusing on the data from the Cities of Plymouth, Minnetonka, Golden Valley, and New Hope in 2015, and compiled the storm sewer data that will be included in the Phase 2 XP-SWMM model. This primarily includes storm sewer that convey flows between each of the modeled ponds. Based on the original storm sewer data from the cities (in GIS format), we developed a list of “data gaps” where data required for modeling was not available. If possible, we made reasonable assumptions for missing storm sewer data based on available surrounding data. However, if this was not possible, we developed data requests specific to each city asking them to provide (or help provide) the additional required storm sewer or pond outlet data (e.g. record drawings, storm sewer data). The Cities of Plymouth, Minnetonka, Golden Valley, and New Hope provided information in response to our requests (as available); we reviewed the information and are in the process of following up. We also sent data requests to Hennepin County and the Minnesota Department of Transportation (MnDOT) for select locations adjacent to county or state roadways where the Cities did not have further information; we are in the process of receiving and reviewing this information.
- **Integrating detailed storage within the watershed: *Task nearly complete.*** Based on the final subwatershed divides, we are in the process of developing the storage curves using the MnDNR 2011 LiDAR data. However, for storage along the Bassett Creek channel, we will use the cross section information used in the current (Phase 1) XP-SWMM model; the Phase 1 cross-section information was developed using the 2011 MnDNR LiDAR data and the previous BCWMC HEC-2 model data.
- **Ensuring consistent vertical datums: *Task underway.*** The majority of the current XP-SWMM model (Phase 1) was developed in NAVD88; however, portions of the model are in NGVD29. The areas in NGVD29 will be converted to NAVD88, so the vertical datums will be consistent throughout the model. We contacted the Cities of Plymouth, Minnetonka, Golden Valley, and New Hope to verify the vertical datum of the available information from the Cities; the models for Medicine Lake and Plymouth Creek are being developed in NAVD88.
- **Incorporating Atlas 14 precipitation data: *Task underway.*** We are running preliminary XP-SWMM models using the Atlas 14 precipitation depths and the MN MSE3 storm distribution (replacement of “Type 2” storm distribution; developed by the Natural Resource

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Conservation Service (NRCS) and approved in early 2015) for the 100-year storm event. Through this process, we will capture any “lost water” associated with this event and ensure all water is routed appropriately in the model.

- **Flow monitoring & model calibration: *Task underway.*** The City of Plymouth provided the 2013 monitoring report for Plymouth Creek (completed by the Three Rivers Park District (TRPD)). We plan to request the actual flow monitoring data collected by the TRPD at the two locations along Plymouth Creek. We will use this data for calibration of the Plymouth Creek model (not yet started). We installed a flow monitoring station on the North Branch of Bassett Creek at Douglas Drive and have been collecting data from late-June 2015 to present. This data will be used to calibrate the North Branch model (to be developed in 2016).
- **Develop a modeling methodology report: *Task underway.*** Work completed includes documentation of modeling assumptions and general methodology.



## Bassett Creek Watershed Management Commission

October 8, 2015

**RE: Public Open House & Input Meeting on Plymouth Creek Restoration Project  
Monday, October 26, 2015 @ 7:00 – 8:30 p.m.  
Plymouth City Hall, 3400 Plymouth Blvd., Plymouth, MN**

Dear Resident,

The Bassett Creek Watershed Management Commission (BCWMC), in cooperation with the City of Plymouth, is planning to restore the streambanks along Plymouth Creek within Plymouth Creek Park and between Fernbrook Lane North and Annapolis Lane North (see map on back).

There are multiple goals for the restoration in this area including:

- Stabilizing the streambanks
- Reducing streambank erosion which reduces the amount of sediment and pollutants entering the stream and flowing downstream into Medicine Lake
- Improving stream habitat for fish and other aquatic life

The first step in this process is to complete a feasibility study for the project to gather stakeholder input, evaluate site conditions, and develop options for restoration techniques in this area. Construction of the project is slated for 2017 and may include temporary access roads into the project area, heavy equipment working along the stream, some tree or brush removal, and disruptions to the availability of the disc golf course in Plymouth Creek Park.

**The BCWMC seeks your input on the project** at a public open house and input meeting on Monday October 26<sup>th</sup> at 7:00 p.m. – 8:30 p.m. in the Medicine Lake Room at Plymouth City Hall (3400 Plymouth Blvd.). Arrive anytime during the open house to learn more about the project and tell us your thoughts, ideas, and concerns related to the project and possible restoration techniques.

If you have questions about the open house or cannot attend but would like to offer comments on the project, please feel free to contact me at [laura.jester@keystonewaters.com](mailto:laura.jester@keystonewaters.com) or 952-270-1990.

The BCWMC looks forward to working with you to restore this area and improve the water quality in the stream!

Sincerely,

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

Laura Jester  
Administrator

CC: Ginny Black, BCWMC Commissioner representing Plymouth  
David Tobelmann, BCWMC Alternate Commissioner representing Plymouth

**Bassett Creek Watershed Management Commission**

7800 Golden Valley Road | Golden Valley, MN 55427 | [www.bassettcreekwmo.org](http://www.bassettcreekwmo.org) | Established 1968

Crystal | Golden Valley | Medicine Lake | Minneapolis | Minnetonka | New Hope | Plymouth | Robbinsdale | St. Louis Park



Plymouth Creek in Plymouth Creek Park



Project area in Plymouth Creek Park and extending downstream to Annapolis Lane North

**Bassett Creek Watershed Management Commission**

7800 Golden Valley Road | Golden Valley, MN 55427 | [www.bassettcreekwmo.org](http://www.bassettcreekwmo.org) | Established 1968

Crystal | Golden Valley | Medicine Lake | Minneapolis | Minnetonka | New Hope | Plymouth | Robbinsdale | St. Louis Park

# **MAWD 2015 Annual Meeting & Trade Show**

**December 3-5, 2015**

**Arrowwood Conference Center  
Alexandria, MN**

**MINNESOTA  
ASSOCIATION OF  
WATERSHED  
DISTRICTS, INC**

*Land and Water Shall be Preserved*

# *Your Invitation!*

**Minnesota Association of Watershed Districts**

**2015 Annual Meeting & Trade Show**

**Arrowwood Conference Center**

December 3-5, 2015

## **Introduction**

The MAWD 2015 Annual Meeting & Trade Show offers a strong seminar program to meet the needs of watershed district officials, staff and key watershed district partners.

**MAWD program includes:**

- ◆ *Four general concurrent sessions*
- ◆ *Two technical seminars*
- ◆ *Total of sixteen different seminars*
- ◆ *Four staff development seminars*
- ◆ *Trade Show with over 40 exhibitors*
- ◆ *Thursday evening Welcome Reception*
- ◆ *Door prizes!*
- ◆ *Three pre-conference workshops Thursday, December 3*



# MAWD 2015

## Annual Meeting & Trade Show

<b>Event</b>	<b>Page #</b>
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Annual Meeting Programming _____	6 - 12
Spouses Workshop _____	7
Two ADA Technical Seminars _____	7
Keynote Speaker	8
Three Pre-Conference Workshops _____	14-16
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Arrowwood Conference Center Reservation _____	18

# Minnesota Association of Watershed Districts

## 2015 Annual Meeting & Trade Show

**December 3-5, 2015**

Arrowwood Conference Center, Alexandria, MN

### Registration

**MAWD Annual Meeting Registration form on page 17 - due November 20**

**Registration fee - \$185.00 per person includes all conference meals for registrant.**

**There is no registration fee for spouses/guests.**

Meal package or banquet tickets for spouse/guest are available on the registration form - page 18.

**Late registration** (postmarked after November 20) fees are **\$200.00** per person.

\$25 processing fee on all refunds. No refunds after November 27, 2015

Arrowwood Conference Center

2100 Arrowwood Lane

Alexandria, MN 56308

Arrowwood Reservation Form

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Hotel Reservation deadline

November 20

### NOTICE:

*The MAWD Board wishes to remind members that watershed districts are not permitted to cover expenses for spouses and guests. This is in accordance with recent State Auditor findings and the Minnesota Constitution which states "taxes shall be uniform . . . and shall be levied and collected for public purposes."*

# MAWD 2015 Annual Meeting & Trade Show

## Program Schedule

### Thursday, December 3, 2015

3:00 p.m. Director's Meeting — Executive Board Room II

6:00 - 9:00 p.m. Registration, Trade Show Floor

6:00 - 9:30 p.m. MAWD Trade Show - Tennis Center

#### **7:15 - 8:00 p.m. Concurrent General Session I**

##### ***Seminar A: Runoff Based Charges for Public Drainage and Basic Water Management Projects***

The Rice Creek Watershed District (RCWD) has recently utilized runoff-based charges in lieu of traditional viewing and redetermination of benefits to fund their public drainage system repairs. Runoff based charges not only can be less expensive to develop and administer and more timely to implement, but also can be developed to reflect future changes in land use and benefits provided by the system and the project. This presentation will demonstrate case studies of the RCWD's implementation of runoff based charges through a water management district, and describe how this charge system can be applied to other watershed district projects.

Presenters: Phil Belfiori, Administrator, Rice Creek Watershed District  
John C. Kolb, Attorney, Rinke Noonan  
Chris Otterness, P.E., Houston Engineering, Inc.

##### ***Seminar B: Multi-variable stream ranking system designed to focus restoration efforts on the most degraded areas across the Riley Purgatory Bluff Creek Watershed District***

Prioritizing creek restoration projects can be challenging, especially when reaches span multiple, and/or interacting waterbodies. The Creek Restoration Action Strategy (CRAS) is a tool for identifying stream reaches in greatest need of restoration, beginning with consistent assessment of creek conditions. In developing the CRAS, eight important prioritization categories were identified and grouped into two tiers: Tier I - infrastructure risk, channel stability, public education, ecological benefits, and water quality; Tier II - project cost, partnerships, and watershed benefits. Tier I assessment utilizes primarily field data and is applied at all reaches. Priority reaches identified by Tier I assessment then undergo Tier II ranking to collect additional information and rank stream sub-reaches in combination with Tier I results. This tool is being implemented across three creeks within the Riley Purgatory Bluff Creek Watershed District, and will allow the district to focus efforts on high-benefit projects in a cost-effective manner.

Presenters: Joshua Maxwell, District Technician II/Compliance Officer, Riley Purgatory Bluff Creek Watershed District

##### ***Seminar C: Ravine Erosion, Baseflow and Private Property: An Urban Stormwater Management Trifecta***

With a State Clean Water Fund Grant, Capitol Region Watershed District (CRWD) stabilized four ravines east of Saint Paul's Highland Park in fall 2014. The Highland Ravine Stabilization Project is located within a 100-foot woodland bluff in Saint Paul that had several incised, eroded ravines as well as baseflow from groundwater seeps. Slope instability caused periodic residential property damage, polluted the Mississippi River, and prompted residents to petition CRWD to address the issues. The stabilization plan used a combination of bioengineering and traditional engineering techniques including rock grade control structures; brush bundles and vegetated rip-rap; pipes on the steepest slopes; revegetation with native plants; and a stormwater basin. CRWD estimates the project reduces annual sediment loads by more than 30 tons and total phosphorus loads by 10 pounds. Project challenges included wet, muddy conditions due to constant groundwater seepage and securing permission from and coordinating with private homeowners.

Presenter: Anna Eleria, Capitol Region Watershed District

(Thursday, December 3 continued)

**Seminar D – Staff Development: Technology, the new BMP: Utilizing real-time automated controls to minimize cost and maximize performance of a flood control BMP**

Through permitting, grants, and capital projects CRWD has participated in the construction of over 1,000 BMPs. As more BMPs are installed, it becomes more challenging to manage the vast amounts of associated information. To address this issue, CRWD created a BMP database that manages project information and streamlines District operations.

The goal of the BMP database is to have one location where staff could access and enter project/BMP information. Since the database is web-based, it can be accessed from anywhere, including mobile devices. Multiple BMPs can be added for each project, and BMP data and types are customized by CRWD. Project search/querying functions allow users to quickly find the project they're looking for, or identify project by program type, year, or location. Relevant documents such as construction plans or legal agreements can be uploaded so they are accessible in the field. The database is also used to quickly generate standard documents like reports or letters that would have required more staff time.

CRWD is able to use the database as an inspection management tool for all permit, grant, and capital projects. Staff can complete electronic inspection forms in the field including photographs and information is automatically synced with the database. A private landscaping company hired to maintain some of CRWD's BMPs uses a mobile device to document issues that require staff attention. The dashboard on the database allows staff to view documented issues (text and photos) so they can quickly respond. By keeping data organized, accessible, and taking advantage of opportunities provided by technology, CRWD's BMP database has greatly improved data management and streamlined staff processes.

Presenter: Nate Zwonitzer, CRWD

# Welcome Reception

8:00 PM Trade Show Floor

**Exhibitors, food and prizes**

## Friday, December 4, 2015

- 7:30 a.m. Resolutions Committee Meeting
- 8:00 a.m. Registration - Trade Show Floor
- 8:00 a.m. MAWD Trade Show - Tennis Center
- 7:00 - 9:00 a.m. Breakfast Buffet - Tennis Center

**8:00 a.m. Plenary Session – Panel Session**  
***“Presentation and Analysis of Minnesota’s New Buffer Law”***

Moderator: Craig Leiser, MAWD Board  
Panel Members:  
John Jaschke, Director, BWSR,  
Kurt Deter, Rinke Noonan,  
Warren Formo, Executive Director, MN Agriculture Water Resources Center  
Sarah Strommen, Assistant Commissioner, MN DNR

(Friday, December 4 continued)

9:15 a.m.

**MAWD Business Meeting**

Presiding - President Lee Coe

\* President's Report, Lee Coe

\* Secretary's Report, Linda Vavra

\* Treasurer's Report, Craig Leiser

\* Presentation of 2016 Recommended Budget, Craig Leiser

\* BWSR Report, John Jaschke, Director

**9:15 - 10:00 a.m. Concurrent Association of District Administrators Technical Sessions**

***Tech Session I - Application of HSPF Model Results in the Development of Contribution-Based Fees for Water Management Units in the Sauk River Watershed District***

Watershed districts have the authority to fund projects based on benefits or contributions to water quality issues through the development of water management units. In the Sauk River Watershed District, a framework was developed to calculate runoff coefficients with a Hydrological Simulation Program—FORTRAN (HSPF) model that takes into account land use, soils, and slope. Using GIS, coefficients were calculated for each land use within a parcel from the calibrated HSPF model. All coefficients were area weighted to the entire parcel to determine relative contributions to surface water runoff and phosphorus loads within a management unit. Project costs addressing volume or phosphorus loads can be distributed based on this relative contribution. A coefficient generator and fee calculation tool allows the user to develop and customize a fee schedule from calculated coefficients and a series of GIS tools allows parcel and land use changes to be incorporated without rerunning the HSPF model.

Presenter: Paul W. Senne M.P.A., Geographic Information Specialist, RESPEC Consulting & Services

***Tech Session II Common Misconceptions Regarding the Use of Aluminum Sulfate (Alum) in Lakes***

The use of aluminum sulfate or alum in lakes started in the 1970's to reduce or eliminate internal phosphorus release from sediments that can lead to nuisance algae levels. Over the past four decades, there have been numerous advances in the science of using alum in lakes including more specific dosing calculations, improved understanding of the fate of aluminum in the sediments, and case studies documenting the long term results of the treatments. However, there are still common misconceptions about the use of alum in lakes, its safety, and its long term effectiveness. Some of the more common misconceptions include: 1. Alum treatments are overly expensive and not effective for the long term, 2. Alum treatments are not effective in shallow lakes, 3. Alum treatments should not be considered until the watershed load is addressed, and 4. Alum treatments are not safe for humans or biological organisms. Each of these misconceptions can lead to delays in the appropriate use of alum that prevents short and long term benefits to the lake. With proper planning, these benefits can be realized in the near term to the advantage of lake users. This presentation addresses these misconceptions, summarizes the current science, and offers suggestions on how these issues can be addressed when considering the use of alum in lakes.

Presenters: Joe Bischoff, Wenck Associates, Inc.,  
Brian Beck, Wenck Associates, Inc.

9:30 a.m.

***Spouses Seminar:***

***Wild about Birds: The DNR Bird Feeding Guide***

Carrol Henderson, supervisor of the Minnesota Department of Nongame Wildlife, has kindled citizen interest in bird care by authoring five books for the DNR, including "Landscaping for Wildlife," "Woodworking for Wildlife," "Wild About Birds: The DNR Bird Feeding Guide," and "Lakescaping for Wildlife and Water Quality." The session emphasis will be the best food and care to keep the Minnesota bird population healthy and plentiful.

"If you can show people what they can do on their own property, they'll do it," Henderson said. "People say it's changed their lives."



(Friday, December 4 continued)

- 10:00 a.m. Break - MAWD Trade Show Floor - Tennis Center
- 10:30 a.m. 2015 Resolutions Committee Report
- 11:30 a.m. Regional Caucuses
- Administrators Meeting
- 12:15 p.m. Buffet Luncheon - Tennis Center
- Keynote Address - Michael Simpson
- DNR Watershed District of the Year Award
- BWSR Watershed District Employee of the Year

## Keynote address

***Michael Simpson, Center for Climate Preparedness and Community Resilience***  
***Preparing communities for an Uncertain Future in Light of a Changing Landscape and Climate***

Michael Simpson, Director, Center for Climate Preparedness and Community Resilience; Chair, Environmental Studies Department; Director, Sustainable Development and Climate Change Concentration, ES Master's Degree. Michael has been a senior environmental scientist and partner for two environmental consultant firms in the Northeast. He has also worked for both the NH Dept. of Environmental Services and the MA Dept. of Environmental Protection. He is a licensed wetlands scientist with over twenty-five years experience in wetland and riparian corridor assessments, employing a variety of assessment approaches and data collection procedures. Much of his research has been funded by NOAA and the US EPA; it focuses on working with local stakeholders to identify potential risks from projected climate and land-use change, followed by developing an adaptation strategy for communities to build for projected impacts. Currently, he is the Chair of the Environmental Studies Department at Antioch University New England. He has graduate degrees from Dartmouth College and Antioch University New England.



1:30 p.m. Break - MAWD Trade Show Floor

### **2:00 – 2:45 p.m. Concurrent General Session II**

#### ***Seminar A – Grand Marais Creek Outlet Restoration Project***

Six miles of natural stream habitat on Grand Marais Creek, were bypassed with a legal drainage ditch in the early 1900s which resulted in the complete loss of six miles of riverine and riparian corridor habitat, and diminished opportunities for fish passage to and from the Red River and Grand Marais Creek. This project restored six miles of natural channel and also restored a range of stream flows with a flow diversion structure that will be operated to sustain aquatic habitat conditions in the channel and nearly 400 acres of wetland and prairie habitat restoration, which were abandoned and mostly farmed for the past 50+ years. This project restored seasonal spawning and juvenile habitat to a variety of fish species, and various species of waterfowl. The \$6 million project involved a cooperative effort from several local, state and federal partners.

Presenter: Myron Jesme, Administrator/Red Lake Watershed District,  
Jeff Langan, PE/Houston Engineering Inc.

(Friday, December 4 continued)

***Seminar B: U2U Decision Tools: Incorporating Climate Information for Cropping Decisions***

Weather and climate patterns are a driving force behind the success or failure of Corn Belt cropping systems. Useful to Usable (U2U) is an integrated research and extension project working to improve farm resilience and profitability in the North Central U.S. by transforming existing climate data into usable products for the agricultural community. Our goal is to help producers make better long-term plans on what, when and where to plant, and also how to manage crops for maximum yields and minimum environmental damage. The presentation will explore the suite of decision tools that have been created in the project and examine the range of decisions that can be impacted by the tools.

Presenters: Chad Hart, Associate Professor of Economics/Extension Economist, Iowa State University

***Seminar C – CHS Field – Hitting a Home Run for Stormwater***

Construction of the new Lowertown Ballpark (CHS Field), home of the St. Paul Saints minor league baseball team, presented unique and challenging opportunities for stormwater management. A partnership between the City of Saint Paul, Capitol Region Watershed District (CRWD), and Metropolitan Council resulted in a suite of BMPs that exceed water quality requirements and create educational opportunities for the expected 400,000 annual ballpark visitors. Learn how runoff was managed differently, including installation of the state's first municipal re-use system for indoor use.

A 27,000 gallon cistern collects rainwater runoff for irrigation and flushing toilets. Other BMPs onsite include rain gardens, filtration swales, tree trenches with engineered Stockholm soil, and underground storage/filtration. BMPs reduce sediment load to the Mississippi River by over 90%. The presenters will review site constraints and how they were addressed, examine design features of the BMPs, highlight lessons learned and discuss what made the project a success.

Presenter: Nate Zwonitzer, Urban BMP Specialist, Capitol Region Watershed District

***Seminar D: Staff Development: Conservation Easement Planning***

Your organization has successfully obtained permanent conservation easements as part of your program. Now what? This presentation will cover the basics of conservation easement stewardship, including the steps involved in annual monitoring of conservation easements and resolution of challenges and violations. A successful easement stewardship program requires good documentation and policies, but also includes good landowner relations and consistency. Come with questions about particular issues or challenges you may have encountered.

Presenter: Maggie Karschnia, Water Resources Projects Manager, Prior Lake-Spring Lake WD

**2:45 - 3:15 p.m. Break - MAWD Trade Show Floor**

**3:15 - 4:00 p.m. Concurrent General Session III**

***Seminar A: Invasive carp deterrence and its effect on lake water quality in SRRWD***

The session covers water quality and invasive fish species. It will describe three electrical deterrence systems in Shell Rock River Watershed and how carp control has led to improved water quality conditions in the Albert Lea chain of lakes. Also discussed would be two new barriers in the watershed that completed construction this past summer, their objectives and innovations.

Presenters: Andy Henschel, Shell Rock River WD  
Jason Kent, Smith-Root, Inc

***Seminar B: Minnesota's New Buffer Law – Drainage Authorities Perspective with Q & A***

Hear what drainage authorities are saying about the new buffer law. Where does this law apply ... who must administer it?? Who pays the cost of implementation? Why is it tied to local plans? How are the public waters maps going to be developed? What is the risk of having our programs and projects defunded by the State?? Who enforces this new law ..... believe it or not, these are just some of the questions local governments are faced with under this new law. You will be interested in the answers to these questions and many more!

Presenter: Kurt Deter, Rinke-Noonan  
Myron Jesme, Red Lake Watershed District  
Ray Bohn, MAWD

(Friday, December 4 continued)

***Seminar C: Brown's Creek State Trail: A Partnership in Restoration, Protection and Stewardship***

Brown's Creek State Trail, is a newly constructed 5.9 mile trail connecting the Gateway State Trail in the City of Grant to the St. Croix National Scenic Riverway in downtown Stillwater. Situated on a former railroad grade which abuts portions of Brown's Creek, a designated trout stream, the conversion to a paved trail system posed unique challenges for both the DNR and the Brown's Creek Watershed District. Over the course of the project a relationship developed which focused on clear and effective communication, trust and collaboration. This relationship facilitated improvements to the quality of water being discharged to Brown's Creek, increased habitat along the corridor, resulted in a more efficient expenditure of public funds and broadened appreciation for the State's natural resources by a greater audience.

Presenters: Karen Kill, BCWD District Administrator  
Kevin Biehn, Emmons & Olivier Resources  
Derek Lash, Emmons & Olivier Resources

***Seminar D: Staff Development: SAM V2 targeting tool leverages statewide HSPF models for efficient watershed planning***

Last year the beta-version of Scenario Application Manager (SAM) was demonstrated. SAM v2 greatly increases functionality, has an enhanced user interface, and allows for the tool to be applied to HSPF modeled watersheds statewide. SAM v2 includes the ability to manipulate land-use, greatly enhancing protection planning efforts. SAM uses the results of calibrated HSPF models, which the MPCA is currently developing throughout Minnesota. Therefore the reduction estimates tie directly into many current watershed implementation efforts. SAM's newly updated, user-friendly interface allows resource managers to select BMPs and develop implementation plans that optimize measurable pollutant reductions and include associated, customizable costs. BMP scenarios can be evaluated for effectiveness and the results used to support funding requests. SAM consists of an ArcGIS map interface for site selection, Hydrologic Simulation Program – Fortran (HSPF) model application to simulate the transport and fate of pollutants, and a BMP database to estimate pollutant removals and costs.

Presenters: Julie Blackburn, Minnesota Area Manager, RESPEC  
Emily Javens, Project Manager, RESPEC  
Kerry Netzke, Area II

4:00 – 4:15 Break – Downstairs Lobby

**4:15- 5:00 p.m. - Concurrent General Session IV**

***Session A: Sequential watershed monitoring for targeted BMP implementation***

Sequential watershed monitoring was used to focus BMP implementation efforts on phosphorus hotspots in the Moody Lake watershed in the Comfort Lake-Forest Lake Watershed District, Minnesota. Flow, phosphorus, and iron were monitored and modeled using FLUX along two main tributaries of Moody Lake. Results indicated that two-thirds of the total phosphorus load originated from just 25% of the total watershed area. In addition, the phosphorus from this small area of the watershed was more bioavailable for algae growth as shown by low iron to phosphorus ratios and high fractions of reactive phosphorus. This monitoring data was used to select locations of four wetland rehabilitation BMPs that will treat 66% of the total watershed load and target the reduction of reactive phosphorus unlike buffer and sedimentation basin BMPs. Understanding the distribution of phosphorus quality and quantity throughout the Moody lake watershed improved BMP cost-effectiveness by focusing implementation efforts on phosphorus hotspots.

Presenters: Meghan Funke, PhD – Emmons & Olivier Resources, Inc.



(Friday, December 4 continued)

***Seminar B: The Case for a Minnesota River Basin Commission***

Minnesota’s “watershed approach” fails to link implementation to water quality/quantity goals for major rivers. The lower Minnesota River is a case in point. River flows and sediment loads have doubled over the past 65 years. The Lower Minnesota River Watershed District needs to coordinate with upstream watersheds to meet its responsibilities for the lower 33 miles of the river. The District has developed a proposal for a Minnesota River Basin Commission. Key functions include: · Establish basin-level priorities for water management and project funding · Solicit and review biennial budget requests from the 13 major watershed in the basin · Submit a 5-year plan, including funding requirements to the Minnesota Legislature; A funding mechanism such as a levy or tax is key to the success of the basin commission. Local governments would have “skin in the game”; commission funds would match long-term funding from Lessard-Sams, the Clean Water Fund and potentially other sources.

Presenters: District Managers - Len Kremer, Yvonne Shirk and Michael Murphy

***Seminar C: Addressing Low Dissolved Oxygen in Minnesota Streams***

Many of Minnesota’s streams ditched and straightened streams are impaired because of low dissolved oxygen (DO) which can reduce habitat for fish and macroinvertebrates. The only streams to be de-listed for DO in Minnesota have been the result of waste water treatment plant alterations or dam removals. Addressing low DO in these systems without point sources or obstructions is not well understood. Lessons learned about the drivers of DO impairment from DO TMDL’s across Minnesota are explored as well as a restoration case study to illustrate causes and solutions. The case study is restoration of the Clearwater River and an adjacent 465-acre wetland complex.

Presenters: Rebecca Kluckhohn- Wenck Associates, Inc.  
Wes Boll- Wenck Associates, Inc.  
Cole Loewen – Clearwater River Watershed District

***Session D: Staff Development: “Data” Is Not a Four-Letter Word***

Watershed district managers and employees know the state Data Practices Act makes most of their reports, emails, notes and other documents available to the public. State law also requires compilation and preservation of a record of public work. The confluence of these legal drivers often leads to overflowing in-boxes and desks stacks with feasibility study drafts and old inspection notes. This session will provide practical advice on managing data in the public realm, providing much coveted freedom to delete.

Presenters: Michael Welch – Smith Partners  
Erica Sniegowski, Nine Mile Creek WD, Education/Outreach Coordinator

6:00 p.m. Social Hour (Cash Bar)

7:00 p.m. Association Banquet

MAWD Awards

Entertainment

**Saturday, December 5, 2015**

7:00- 9:00 a.m. Breakfast Buffet

9:00 – 10:00 a.m. Plenary Session:

***One Watershed / One Plan --- Lessons Learned***

This session will include an update from BWSR on the One Watershed/One Plan legislation and pilot programs taking place around the state. In addition, you will hear from WD administrators who have been involved in One Watershed/One Plan from its inception. Also hear about the lessons learned in the ongoing One Watershed/One Plan pilot programs.

BWSR was awarded an additional \$4 million dollars this past session to continue to work with local governments to make the One Watershed/One Plan program a reality.

**A Panel Discussion:**

Barb Haake, MAWD Board, Moderator

**Panel Members:**

Melissa Lewis, BWSR

Matt Moore, Administrator, South Washington County WD

Myron Jesme, Administrator, Red Lake WD

Tara Ostendorf, Administrator, North Fork Crow River WD

**10:15 a.m. MAWD Business Meeting (Continued)**

Presiding – President Lee Coe

\* MAWD Administrative Report – Ray Bohn, MAWD Coordinator

\* MAWD 2016 Budget Approval

\* Region Reports

\* Watershed District Administrators Report – Kevin Bigalke

\* Final Report on Attendance – Ray Bohn

\* Audit Committee Report – Craig Leiser, Treasurer

\* MAWD 2016 Annual Meeting

# 2015 MAWD PRE-CONFERENCE SESSIONS

Arrowwood Conference Center - Alexandria  
Thursday, December 3 - 9:00 AM to 4:00 PM

*For Managers, Administrators, Staff, Key Partners and local and  
state government officials*

Name/Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Pre-Conference Seminar Registration** - Please return this form before November 20.

**Please select one seminar**

Includes workshop, registration  
packet, coffee breaks and lunch.

- |                          |   |              |
|--------------------------|---|--------------|
| <input type="checkbox"/> | <b>Minnesota Drainage Workshop</b>                                | <b>\$85</b>  |
| <input type="checkbox"/> | <b>Basic Watershed Board Management Workshop</b>                  | <b>\$85</b>  |
| <input type="checkbox"/> | <b>Community Response to Changing Landscapes<br/>and Climate:</b> | <b>\$100</b> |

**Total Due \$ \_\_\_\_\_**

**Credit card registration at [mnwatershed.org](http://mnwatershed.org)**

**Advanced Registration** is recommended - on-site registration subject to availability.

**Lodging:** Rooms reserved (one night \$95.57 with tax) for Wednesday, December 2, 2015 at Arrowwood  
Phone: 320-762-1124 for reservations. Please reference the MAWD Pre-Conference Sessions.

**Cancellations:** Refund only if cancellation received by November 27, 2015. Substitutes may be sent.

Registration questions please call 651-452-8506 or email: [pegbohn@gmail.com](mailto:pegbohn@gmail.com).

# 2015 MAWD Pre-Conference Session

Arrowwood Conference Center - Alexandria  
Thursday, December 3 - 9:00 AM to 4:00 PM

## ***Community Response to Changing Landscapes and Climate: Identifying Barriers and Opportunities for Adaptation Planning in our Watersheds***

### Summary

The Midwest region is experiencing more frequent and intense rainfall events, and climate models predict this trend will continue in the future. Understanding tools and techniques that facilitate adaptation planning at a community level is the first step towards increasing resilience to changing landscapes and climate. This interactive workshop will provide practical information on how to,

- a) assess vulnerability under both existing and future precipitation conditions,
- b) identify adaptation strategies to mitigate impacts and risk,
- c) manage uncertainty associated with modeling future conditions, and
- d) effectively communicate technical information to local stakeholders and decision-makers to promote adaptation planning.

Attendees will leave with a better understanding of the need for action, the knowledge and resources required to act, and skills for empowering decision-makers in their community.

### Who should attend:

Participants in this workshop include those involved in watershed management, stormwater management, community development and redevelopment, municipal operations, design professionals, developers, contractors, policy makers, and others concerned about local adaptation planning.

### Presenters:

**Michael Simpson** - Director, Center for Climate Preparedness and Community Resilience; Chair, Environmental Studies Department; Director, Sustainable Development and Climate Change Concentration, Antioch University New England.

**Leslie Yetka** – Education Manager and Extension Educator, University of Minnesota Extension and the Minnesota Landscape Arboretum

***NOTE: Space is limited to 30 participants - register now***

**Register on page 13**

# 2015 MAWD Pre-Conference Session

Arrowwood Conference Center - Alexandria  
Thursday, December 3 - 9:00 AM to 4:00 PM

## **Basic Watershed Board Management Workshop**

Watershed Districts are an interesting blend of missions and authorities. Understanding how they fit into the big picture is critical to new managers. Your organization has broad powers to tackle issues the citizenry has determined other governments either cannot, or will not, address.

It's a big deal...and as a new manager, it is now your responsibility.

### **Welcome and Introductions**

(Kevin Bigalke)

### **Watershed Districts, BWSR, and the World**

(Melissa Lewis)

Your WD is just one organization in a world full of state, federal, non-profit, citizen, and municipal interests with their own mandate to work for the public good.

### **Watershed Districts' Legal Powers and Purposes**

(Louis Smith)

Managers have their own compact chapter of law - MN Statutes Ch. 103D. This overview of the structure and content will demystify the nuances it contains. Whether or not your WD regulates, you'll hear some specifics about your powers to compel individuals or other government to do things.

### **Government Basics – the Open Meeting Law, Data Practices Act** (Louis Smith)

The public and private sectors operate differently. (Hold secret strategy meetings if you want to learn the hard way...) Ethics, open meeting laws, and other board responsibilities will be explored.

### **Your Role as Leader**

(Melissa Lewis)

Your county appointed you to the Board and probably expects you to make sure the organization does more than just exist. There are a few skills that will help you make your organization excel.

### **Watershed District and Consultant Relationships**

(Kevin Bigalke & Matt Moore)

Relationships between watershed district's and consultants will be discussed. Topics will include consultant selection process, project management, and consultant management.

### **The Value of Your Watershed Management Plan**

(Bob Fossum)

Every organization on the planet from the Cub Scouts to the US Army has some sort of strategic plan to guide them. WD plans set priorities, outline tactics, and explain where the tax money will come from.

### **What Haven't We Covered?**

We have covered many required topic areas. There are still others that contribute to the art of "boardsmanship". Any remaining time before we adjourn will be used to address questions you still have and to share a few stories from the trenches...

*Melissa Lewis* Water Plan and Policy Coordinator, MN Board of Water and Soil Resources

*Louis Smith* Attorney, Smith Partners, a firm offering water law and policy expertise

*Kevin Bigalke* Administrator, Nine Mile Creek Watershed District

*Matt Moore* Administrator, South Washington Watershed District

*Bob Fossum* Program Manager, Capitol Region Watershed District

**Register on page 13**

# 2015 MAWD Pre-Conference Session

Arrowwood Conference Center - Alexandria  
Thursday, December 3 - 9:00 AM to 4:00 PM

## Minnesota Drainage Workshop

8:00 a.m. **Registration**

9:00 a.m. **Current Drainage Law Practice Issues**

*Presenter: Kurt Deter, Rinke Noonan, Attorneys at Law*

Recent trends and issues from a drainage attorney perspective, including EPA definition of waters of the U.S. and the Minnesota buffer law.

10:00 **Break**

10:15 a.m. **Buffer Law Panel Discussion with Perspective Summaries and Q & A**

*Panelists: John Jaschke, BWSR; Sarah Strommen, DNR; Warren Formo, MAWRC; Kurt Deter, R-N*

An overview and discussion about the new Minnesota buffer law, including key provisions, implementation status and topics of discussion by agencies, landowners, producer groups and drainage authorities. (e.g. Buffer Protection Maps, financial assistance, roles)

12 Noon **Lunch**

1:00 p.m. **Update of the Minnesota Public Drainage Manual**

*Presenters: Tim Gillette, BWSR; Larry Kramka, Houston Engineering, Inc.*

The team of Houston Engineering, Inc. and Rinke Noonan, Attorneys at Law are leading the update project with BWSR. Overview of project advisory committee and subcommittee input during update development, as well as current status and next steps.

1:30 p.m. **CWF Multipurpose Drainage Management Grants Program**

*Presenters: Tim Gillette, BWSR; Al Kean, BWSR*

BWSR rolled out this new Clean Water Fund program in FY 2015 with several unique aspects. Brief overview of the program, unique aspects, applications received and next steps.

1:45 p.m. **Current Drainage Work Group Discussion Topics**

*Presenter: Al Kean, BWSR*

Brief summary of the current topics of discussion and direction.

2:00 p.m. **Break**

2:15 p.m. **Terrain Analysis and Potential Application to Runoff-based Drainage Assessments**

*Presenter: Charles Fritz, Director, International Water Institute*

Overview and discussion of GIS terrain analysis methods developed by or through the IWI and Houston Engineering, Inc. for various applications in the Red River Basin and Minnesota, including potential application to runoff-based option(s) for redetermination of benefits.

3:15 p.m. **Current Conservation Drainage Practices Research and Demonstration**

*Presenters: Mark Dittrich, MDA; Heidi Peterson, MDA*

An overview of current research, demonstration and results to date for saturated buffers, woodchip bioreactors, and controlled subsurface drainage practices in Minnesota and the Midwest regarding denitrification and other water quality effects.

4:00 p.m. **Conclusion**

**Register on page 13**

Minnesota Association of Watershed Districts  
**2015 Annual Meeting & Trade Show**

**Registration & Meal Form**

**DUE: NOVEMBER 20, 2015 Please use one form per party:**  
 Copy as needed. Names of all attendees must be submitted.

- **Skip the mailman and register online at [www.mnwatershed.org](http://www.mnwatershed.org)**

**December 3-5, 2015      Arrowwood Conference Center**

2100 Arrowwood Lane, Alexandria, MN 56308

Name: \_\_\_\_\_

Title (manager, commissioner, etc.): \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip \_\_\_\_\_

Phone: (Day) \_\_\_\_\_ (Evening) \_\_\_\_\_ Email \_\_\_\_\_

Name of spouse/guest (no registration fee) \_\_\_\_\_

**2015**

■■■■■■■■■  
**All meals are included in registration fee!**

**Spouse meal package for purchase**

- **ADA Meeting (Administrators Only) = \$ 25.00**      \$ \_\_\_\_\_
- **Registration \$185.00 per person = \$185**      \$ \_\_\_\_\_
- this includes all meals for the registrant**
- **Spouse meal package - all conference meals = \$ 85.00**      \$ \_\_\_\_\_
- **Banquet only = \$ 35.00**      \$ \_\_\_\_\_
- (Late registrations postmarked after Nov. 20, 2015 = \$200.00 per person)
- \$25 refund processing fee before Nov. 27. No refunds after November 27, 2015.

**Registration and spouse meal total \$ \_\_\_\_\_**

- **Register online at [www.mnwatershed.org](http://www.mnwatershed.org)**

Please make check payable to Minnesota Association of Watershed Districts and return with this form by November 20 to:

Minnesota Association of Watershed Districts  
 540 Diffley Road  
 St. Paul, MN 55123

Questions: phone: 651-452-8506 or email [pegbohn@gmail.com](mailto:pegbohn@gmail.com)

# Hotel Reservation Form

## December 3-5, 2015 - Arrowwood Conference Center

**Please note:** Please register for the MAWD Annual Meeting on the Registration Form.  
**This form does not register you for the MAWD Annual Meeting.**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip \_\_\_\_\_

Phone: (Day) \_\_\_\_\_ (Evening) \_\_\_\_\_ Email \_\_\_\_\_

**Please send completed form to Arrowwood by November 20, 2015.**

(Phone reservations not accepted - fax or mail only.)

Send to: 2100 Arrowwood Lane, Alexandria, MN 56308 Fax: 320-762-0133 Phone: 866-386-5263

**Lodging** - deadline November 20, 2015 • One form per party please - copy as needed.

- Please select **one room plan per party**.
- The room rates are for 1-4 persons
- All guest rooms are now non-smoking
- Big Splash Indoor Water Park discount tickets at \$10 per person per day are available for MAWD.

**Lodging I** Thursday and Friday - December 3-4 \$191.14

**Lodging II** One night only \$95.57

**Townhouse units:** per bedroom/night plus tax \$95.57

Select Unit Type desired:  3 bedroom/3bath  4 bedroom/3bath  
(No elevators. Specify a first floor unit)

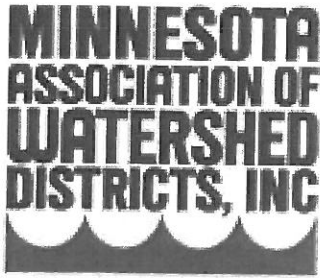
**Guaranteed Payment:** \_\_\_ Visa/MasterCard \_\_\_ American Express \_\_\_ Other

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Signature: \_\_\_\_\_

All rooms must be guaranteed. Individual reservations cancelled within 72 hours of the scheduled arrival date will be charged one night lodging on the date of cancellation. Check-in time is 4:00 PM. Checkout time is 12:00 noon.





*Land and Water Shall be Preserved*

540 Diffley Road  
St. Paul, MN 55123-1601

# **Minnesota Association of Watershed Districts**

## **2015 Annual Meeting & Trade Show**

### **December 3-5, 2015**

#### **2015 MAWD Pre-Conference Sessions - December 3, 2015**

- **Minnesota Drainage Workshop**
- **Basic Watershed Board Management Workshop**
- **Community Response to Changing Landscapes and Climate: Identifying Barriers and Opportunities for Adaptation Planning in our Watersheds**



## Bassett Creek Watershed Management Commission

# MEMO

Date: October 6, 2015  
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** (see CIP Project Update Chart in "Information Only Items" of this month's agenda)

**2012 Main Stem Restoration Project, Golden Valley Rd. to Irving Ave. N., Minneapolis and Golden Valley (mostly in Wirth Park) (2012CR) (See Item 4E):** The Minneapolis Park and Rec Board (MPRB) is managing this project and hired Rachel Contracting to construct the project. Two change orders have been approved for the work. Funding for the changes is from unused unit pricing, as well as additional funds from City of Minneapolis Public Works-Surface Water and Sewers (Stormwater) and MPRB Regional Park Grants. The change order that MPRB is funding for extended trail repair to the south of the project area was approved by the Park Board on August 5th. The Change Order for the side channel dredging has also been approved administratively. It is within the project contingency and is funded primarily with City of Minneapolis funding. The final project report and final reimbursement request is expected at the November Commission meeting.

**2013 Four Season Area Water Quality Project (NL-2):** The City of Plymouth has been looking at different options for this area including the original stream restoration, using only rock to stabilize the channel, and a flocculation facility. The City received comments on these options at a public meeting in January. Currently, the City is waiting for the Four Seasons Mall property to redevelop with hopes of building treatment into a redevelopment project.

**2014 Schaper Pond Diversion Project, Golden Valley (SL-3):** The Commission approved 90% plans at their February meeting. The City's consultant (Barr Engineering) completed contract documents for the project May 21st, the bid advertisement publication date. The city council awarded the contract on July 7<sup>th</sup> to Sunram Construction. The pre-construction meeting was held July 30th. Construction is now expected to begin in late October or early November. Sunram expects that construction will take approximately two weeks to complete.

**2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2):** There are no updates to this project since the report in July. However, the volunteer collecting water samples reports the clarity has been over 4 meters all summer. From July: 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 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. City staff reports no complaints or comments from residents since the treatment and also reports consistently clear water since the last actual reading on May 20<sup>th</sup>.

**2014 Briarwood/Dawnview Water Quality Improvement Project, Golden Valley (BC-7):** NewLook Contracting, the contractor for this project, completed the final punch list and other work including temporary

stabilization of the disturbed areas and the utility work. City staff are working to process the final payment and close out the project. The native vegetation is coming in nicely and will remain the responsibility of the contractor for two years following the final completion date.

**2015 Main Stem Restoration Project 10th Avenue to Duluth Street, Golden Valley (2015CR):** The 90% design plans were approved by the Commission at their June 2015 meeting. Bids for the streambank shaping and stabilization portion of the project were opened in September and were within the project budget. Rachel Contracting is the apparent low bidder. The Golden Valley City Council will award contract in October and the project is proposed to start in November. The contract for the native vegetation establishment will go out for bids in early 2016.

**2016 Northwood Lake Improvement Project, New Hope (NL-1):** At the August meeting, the Commission entered an agreement with the City of New Hope to design and construct the project and a sub-grantee agreement to carry out the majority of tasks in the Clean Water Partnership (CWP) grant work plan. At the September meeting, the Commission granted conditional approval of the 50% design plans for the project and authorized the City to proceed with final plans and contract documents. 90% design plans are expected to be presented to the Commission at the November meeting.

**2016 Honeywell Pond Expansion Project, Golden Valley (BC-4): (See Item 5H)** At the August meeting, the Commission entered an agreement with the City of Golden Valley to design and construct the project. At the September meeting, the Commission granted conditional approval of the 50% design plans for the project and authorized the City to proceed with final plans and contract documents. 90% design plans are expected to be presented to the Commission at the November meeting. The project will be let with the Douglas Drive project in February of 2016. Construction of the pond will likely occur in 2017.

## Other Projects

**Hennepin County Natural Resources Partnership:** I attended a meeting on September 22<sup>nd</sup> where Minnehaha Creek Watershed District staff presented results of stream restoration and rehabilitation projects in cooperation with businesses and industries along the corridor. They also highlighted a new project completed with the City of Hopkins that was recently featured in the news (<http://www.kare11.com/story/news/outdoors/2015/09/30/hopkins-celebrates-new-park-transformed-neighborhood/73099196/>). Staff with the Freshwater Society also presented information about their outreach and policy related work. The next meeting of the Partnership is scheduled for December 1<sup>st</sup>.

**MPRB Ecological System Plan:** This project is now on hold until approximately late winter to allow the MPRB staff to concentrate on a different major comprehensive planning effort.

**Next Generation Watershed Management Plan: (See Item 5A)** The BCWMC Watershed Management Plan was adopted at the September meeting. The complete Plan is now available online at <http://www.bassettcreekwmo.org/NextGenerationPlan2015/2015WatershedManagementPlanHome.htm>. Paper copies, CD copies, and links were disseminated to partners, cities, and agencies depending on their requests. The BCWMC TAC members were reminded that the new standards for development are now in effect. At this meeting, staff will report on the total cost of the Plan's development.

**Non-Point Education for Municipal Officials (NEMO) Workshops:** As recommended by the Education Committee and approved at the March Commission meeting, I am assisting with the development of 3 NEMO workshops for appointed and elected officials in the west Metro. A workshop-on-the-water was held on Lake

Minnetonka on July 23<sup>rd</sup>. A workshop on *Chlorides and Winter Road Management* will be held on October 7<sup>th</sup>. (I will report verbally about this workshop.) A workshop on *Green Infrastructure for Clean Water* will be held later in the year.

**Website Redesign Project: (See Item 5E)** Our consultant, Kelly Spitzley with HDR, has been working on the layout, content map, and designs for the new site through an iterative process with review and comment from Amy and I. The Education Committee met on June 30th to review and provide comments on the site layout, content map, and design options. Kelly is now completing the structure of the site and populating it with existing information. I plan to meet with Kelly to review the progress on October 8<sup>th</sup> and will provide a verbal update at this meeting.

**New Commissioner Materials:** Posting of materials to the website were completed earlier this year and are available at:  
<http://www.bassettcreekwmo.org/CommissionOrientation/CommissionOrientationHomepage.htm>.

**Records Retention/Management and Data Practices:** At the direction of the Administrative Services Committee, I updated the Commission's Records Retention Schedule and asked legal counsel to review and recommend any changes needed. Additionally, a Data Practices Procedure was drafted for the Commission by our legal counsel. The Commission will review these documents at a future meeting. Also, I continue to work on records management including locating all official records, determining what records should be disposed of or sent to the State Archives, how paper records can be digitized, and how and where to store our electronic records. I will be researching and gathering input on different options for records management and storage over the course of the year.

**Organizational Efficiencies:** At the direction of the Administrative Services Committee I will be drafting an organizational chart and have been discussing practices and procedures with TAC members, Commission staff, and Commissioners to ensure the proper and efficient use of staff's time and to streamline communications where needed.