



Bassett Creek Watershed Management Commission

MEMO

Date: January 13, 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)

2017 Plymouth Creek Restoration Project, Annapolis Lane to 2,500 feet Upstream (2017CR-P): The feasibility study for this project is underway by the Commission. ([Feasibility study proposal](#) was approved at the September meeting.) A technical stakeholder meeting was held on 10/26/15 at the project site and included me, the Commission Engineer, Commissioner Black, City of Plymouth staff (including Parks and Recreation and Public Works staff), Army Corps of Engineers, and the MDNR. A public meeting was held the evening of 10/26/15 and was attended by me, the Commission Engineer, Mr. Ashe, Commissioner Black, and Alt. Commissioner Crough. Eleven residents attended from 8 different properties adjacent to the project area. No residents raised major concerns about the project – they were in support of restoration here even if some trees are removed in the process. At the December meeting, the Commission agreed that residents should be notified of the progress/process for the project but that additional public input would not be sought until the beginning of the design phase when tree loss and access areas are better known. A first draft of the study was sent to the City of Plymouth last week; after city comments are incorporated, the Commission will consider approval of the feasibility study at the February meeting. A webpage for the project was established at: <http://www.bassettcreekwmo.org/CIP-Information/CIP-Projects/Plymouth/PlymouthCreek-Plymouth-2017/PlymouthCreek-CIP-Project2017-Plymouth.htm>.

2017 Main Stem Bassett Creek Streambank Erosion Repair Project (2017CR-M): The feasibility study for this project is underway by the Commission. ([Feasibility study proposal](#) was approved at the October meeting.) The Commission Engineer is beginning the technical portions of the study. Resident input is being sought in a variety of ways. A postcard was mailed to all households in both Bryn Mawr and Harrison neighborhoods in November. Also in November, Commissioner Black and I talked with residents at the Harrison Art Festival. I presented information about the project at both the Bryn Mawr and Harrison Neighborhood Association Board meetings in December and I'm scheduled to present the project to the Redevelopment Oversight Committee on February 2nd. The Phase I Environmental Investigation Report was sent to MPCA and Commission staff will be contacting landowners this month to obtain right of entries to collect samples for a Phase II Investigation. A webpage for the project was established at: <http://www.bassettcreekwmo.org/CIP-Information/CIP-Projects/Minneapolis/MainStem-Minneapolis-2017/MainStem-CIP-Project2017-Minneapolis.htm>

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 2015 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 7th to Sunram Construction. The pre-construction meeting was held July 30th. Mobilization began on November 11 and construction began on November 24. On December 10, the baffle was installed and fully deployed, and the contractor demobilized from the site for the season. In spring 2016, the contractor will perform final clean-up and any needed site restoration to ensure turf establishment.

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, 2015 with 15,070 gallons being applied. Water temperatures and water pH stayed within the desired ranges for the treatment. Early transparency data from before and after the treatment indicates a change in Secchi depth from 1.2 meters before the treatment to 4.8 meters on May 20th. 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 20th.

2014 Briarwood/Dawnview Water Quality Improvement Project, Golden Valley (BC-7): *No change since last update:* 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. The project is being constructed in two phases, each under separate contract. Phase one includes stream bank shaping, placement of field stone rock and 12-inch bio-logs, and repair of storm sewer outlets. Phase two includes the establishment of native vegetation along the stream which will commence immediately after phase one is completed and continue over two additional growing seasons to ensure proper establishment. The first phase of the project began November 23, 2015 after some delay due to high water levels.

Work in Areas A, E, and C3 are substantially complete. The contractor (Rachel Contracting) will return in spring to touch up and final grade, and relocate portions of the trail away from the stream in Area E. Clearing work to provide access to the creek corridor is complete in Areas C1 and C2 and is nearing completion in Areas D1 and D2. Clearing work in Area B is getting underway. (See map attached.)

The bid package for native vegetation establishment will go out in the next couple months. It is anticipated that the total contract amount for phase one and phase two work will be within the Watershed's overall project budget.

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 were presented and approved at the November Commission meeting. A \$400,000 Clean Water Fund grant from the MN Board of Water and Soil Resources was awarded to the Commission last month. A work plan for that grant will be developed later this

month. An interim report for the MPCA's Clean Water Partnership grant (\$300,000 awarded last year) is due February 1st.

2016 Honeywell Pond Expansion Project, Golden Valley (BC-4): 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 were presented and approved at the November Commission meeting. The final plans and specs are being prepared currently. The project will be let with the Douglas Drive project, expected in early March. Construction of the pond will likely occur in 2017.

Other Projects

Hennepin County Natural Resources Partnership: The last meeting I attended was in September. I did not attend the December meeting as it dealt with the emerald ash borer. (However, I did notify member city staff about the meeting and encouraged attendance by their forestry departments.)

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.

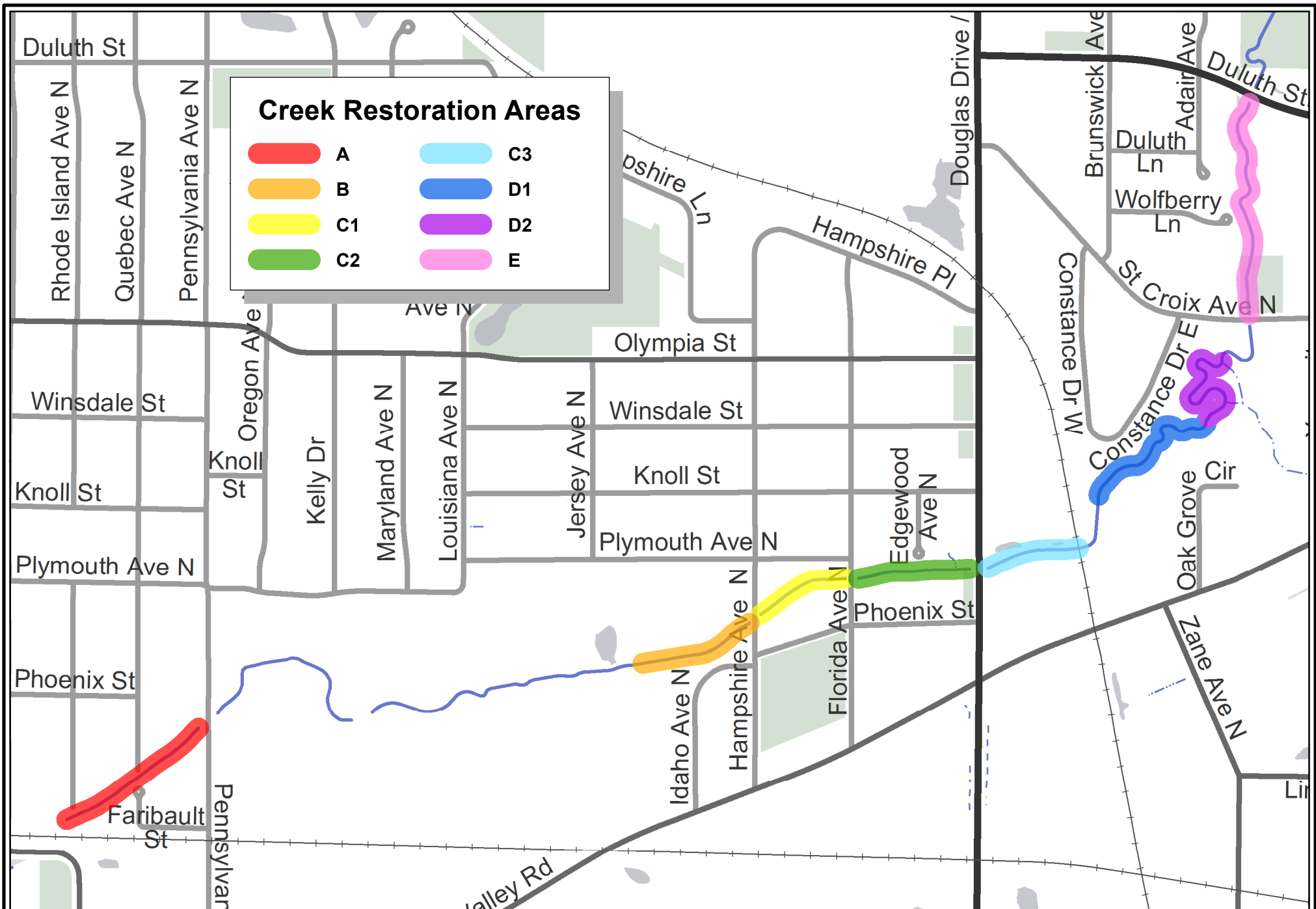
Non-Point Education for Municipal Officials (NEMO) Workshops: Two of the three workshops were held in 2015 (Lake Minnetonka on July 23rd and a winter maintenance workshop on October 7th). The NEMO planning team is assessing educational needs of local officials and will plan a 3rd workshop for early 2016.

Website Redesign Project: (See Item 5D): After previewing the site during and after the December Commission meeting, several comments were received from Commissioners and Commission staff on the draft website. The final touches are being added to the site with the anticipation of launching the new site in early February. A contract with HDR for on-going website maintenance and a website promotion plan are included for consideration in Item 5D.

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.



2015 Bassett Creek Restoration Project Improvement Locations

Sources:
 -Hennepin County Surveyors Office
 for Property Lines (2015).
 -City of Golden Valley for all other layers.

Print Date: 11/10/2015

