



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: April 14, 2016

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 4/21/16 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 – March 17, 2016 Commission meeting- ACTION ITEM with attachment
 - B. Approval of April 2016 Financial Report - ACTION ITEM with attachment
 - C. Approval of Payment of Invoices - ACTION ITEM with attachments (online)
 - i. Keystone Waters, LLC – March 2016 Administrator Services
 - ii. Barr Engineering – March 2016 Engineering Services
 - iii. Amy Herbert – March 2016 Secretarial Services
 - iv. ACE Catering – February 2016 Meeting Refreshments
 - v. Wenck – March 2016 WOMP Monitoring
 - vi. Kennedy Graven – February Legal Services
 - vii. Prairie Moon – Native Seed Packets
 - viii. Talbott Promotions – Dog Bag Dispenser Educational Giveaways
 - ix. Dan Johnson – Photos for website
 - x. Keystone Waters, LLC – Reimbursement for Display Materials
 - xi. MMKR – FY2015 Financial Audit
 - xii. Metro Watershed Partners – 2016 Financial Contribution
 - xiii. Children’s Water Festival – 2016 Financial Contribution
 - D. Approval of Reimbursement Request from City of Golden Valley for Twin Lake Alum Treatment (TW-2) – ACTION ITEM with attachment (full document online)– At their meeting in November 2014, the Commission approved an [agreement](#) with the City of Golden Valley to implement the Twin Lake Alum Treatment Project. Treatment specifications were developed by Barr Engineering and one dose of alum was applied last year. Another dose may be applied this year or next, depending on the response in the lake. The City is requesting reimbursement for project costs to date of \$66,812.17. Staff recommends approval of the request.
 - E. Approval of Reimbursement Request from City of Golden Valley for Schaper Pond Diversion Project (SL-3) – ACTION ITEM with attachment (full document online)– At their meeting in August 2014, the Commission approved an [agreement](#) with the City of Golden Valley for the design and construction of the Schaper Pond Diversion Project. The project was constructed late last year and will be complete after vegetation management/site cleanup this spring. The City is requesting reimbursement for project costs to date of \$213,668.55. Staff recommends approval of the reimbursement.
5. **BUSINESS**
 - A. Receive Presentation from Commission Engineer
 - i. 2015 Westwood Lake Water Quality Monitoring Results – INFORMATION ITEM with attachment – In 2015, the Commission monitored the water quality, aquatic plants, phytoplankton, and zooplankton of Westwood Lake as part of its water monitoring program. Meg Rattei with Barr Engineering will review the monitoring results at this meeting.
 - ii. 2015 Biotic Index Study Results Bassett Creek, Plymouth Creek, and Sweeney and North

Branches of Bassett Creek – **INFORMATION ITEM with attachment** – *In 2015, the Commission monitored the health of its major creeks by assessing the macroinvertebrate community, water quality, and habitat as part of its water monitoring program. Meg Rattei with Barr Engineering will review the monitoring results at this meeting.*

iii. Plans for 2016 Water Quality Monitoring – **INFORMATION ITEM no attachment** – *During her presentations above, Meg Rattei will briefly review Commission’s plans for monitoring in 2016 including monitoring in Crane, Medicine, and Northwood Lakes.*

- B. Review Draft Feasibility Study for Main Stem Erosion Repair Project (2017CR-M) – **ACTION ITEM with attachments (appendices available online)** – *At their meeting in October 2015, the Commission approved a [proposal](#) from the Commission Engineer to develop the Bassett Creek Main Stem Erosion Repair Project feasibility study. The draft study was prepared in accordance with the Commission’s required criteria and was reviewed by me, Minneapolis Commissioners, and City of Minneapolis staff. The draft study recommends restoration techniques (and shows estimated costs and pollutant removals for each technique) for 15 sites within three distinct reaches of the project area. Jeff Weiss with Barr Engineering will review the draft report at this meeting. The Commission should review and discuss the study and either take action approving the study’s recommendations, decide on different alternatives at individual sites, or request revisions/additions to the study for final approval at the May meeting. The final feasibility study should be approved no later than the Commission’s May 2016 meeting in order to meet the County’s timeline for 2017 levy requests.*
- C. Consider Recommendations from BCWMC Education Committee for 2016 Education & Outreach Work Plan and Budget – **ACTION ITEM with attachment** – *At the request of the BCWMC Education Committee, at the March meeting Commissioners offered thoughts and ideas for 2016 education and outreach programs/projects. The Education Committee met on April 11th and developed the attached recommendations for the Commission’s consideration. Over \$7,000 remains “unassigned” across the various education and outreach budget categories. The Education Committee will continue to explore ideas for use of that funding including upgrades to the BCWMC display, educational signage or creek crossing signs, and/or development of a presentation series. Staff recommends approval of the Committee’s attached work plan and budget.*
- D. Discuss Watershed Tour Dates and Stops – **DISCUSSION ITEM no attachment** – *Staff would like further direction on scheduling the 2016 watershed tour. The Commission should decide on a tour date and time. Some possible dates include Friday June 10, the week of June 13 or the week of June 20. (The last tour was Thursday May 29, 2014; 1:00 – 4:30 p.m.) The Commission should also decide on 4-5 tour stops. Ideas include an in-field biotic index monitoring demonstration, a public works facility to learn about the science and equipment for deicing, Schaper Pond, Main Stem Restoration Project site in Golden Valley, and the site of future Plymouth Creek Restoration Project.*
- E. Review Draft 2015 Annual Report – **DISCUSSION ITEM with attachment (full document online)** – *The Commission is required to submit an annual report to the MN Board of Water and Soil Resources (BWSR) each year. The final report is due at the end of May. Staff is seeking feedback on the draft report (which does not currently include appendices). The printed meeting packet includes the cover, table of contents, and executive summary. The executive summary can be used as a newsletter or communication piece for the Commission. The full document is online.*
- F. Receive Update on West Metro Water Alliance’s “Pledge to Plant” Campaign – **INFORMATIONAL ITEM no attachment** – *The Commission is a member of the [West Metro Water Alliance](#) – a partnership of watershed organizations in the west metro area that collaborate on educational activities. WMWA recently kicked off its latest project - a campaign designed to engage residents and corporate/institutional partners in converting turf and hard surfaces to native plantings. We are hoping to gather a total of 10,000 plantings by 2025 and are asking people to “pledge to plant for pollinators and clean water.” The Commission will be promoting this campaign through its member cities, website, Facebook page, events, and other avenues.*

- G. Receive Update on Metro Bloom's Northside(Harrison) Neighborhood Engagement and Opportunities in Clean Water Initiative – INFORMATIONAL ITEM with attachment – *At its meeting in December 2015 the Commission received a presentation from Metro Blooms on a proposed project to engage youth and residents in installing small best management projects in alleyways in the Harrison Neighborhood. The Commission supported the project and approved a request that the Commission act as a fiscal agent for a Metropolitan Council grant. Staff continues to work with Metro Blooms by providing letters of support for various grant applications (example attached) and will assist with finalizing the Met Council grant application in the coming weeks (due May 11th). Since funding is not coming together as quickly as hoped, Metro Blooms recently shifted its focus for this year from working in alleyways, to working within boulevards to install bioswales planted with turf alternatives. Fifty-six ash trees are slated for removal in the Harrison Neighborhood this summer, creating the opportunity for this project. Funding and partners have already been secured for this project. Metro Blooms will hold a community event in conjunction with this work early this summer. Metro Blooms is hoping the original youth-engagement/alleyways project receives funding for implementation in 2017.*

6. COMMUNICATIONS

- A. Administrator's Report – **INFORMATION ITEM with attachment**
- i. Reminder of May Meeting Location at Golden Valley City Hall
- B. Chair
- C. Commissioners
- D. TAC Members
- E. Committees
- i. Budget Committee – **INFORMATIONAL ITEM with attachment** – *The Budget Committee held a meeting on March 31st. Due to the multiple water monitoring projects slated for 2017, the committee decided to request proposals from firms in its engineering pool. The attached Request for Proposals was sent to Barr Inc., Wenck, SEH, Inc., and WSB & Associates. The committee meets again on May 4th. A draft of the 2017 operating budget will be presented at the May Commission meeting for discussion.*
 - ii. Education Committee (see agenda item 5C)
- F. Legal Counsel
- G. Engineer
- i. Highway 169 Construction Impacts on Bassett Creek Watershed
 - ii. Unauthorized Filling at 1143 South Shore Drive, Medicine Lake

7. INFORMATION ONLY (Information online only)

- A. CIP Project Updates: Now Available Online <http://www.bassettcreekwmo.org/projects>
- B. Grant Tracking Summary and Spreadsheet
- C. KSTP and Channel 12 News Coverage of Schaper Pond Project: <http://kstp.com/news/water-quality-test-floating-baffle-golden-valley--bassett-creek-watershed-management-commission/4087611/?cat=1> and <http://twelve.tv/news/newsitem.aspx?newsid=324&newsitemid=30159>
- D. Channel 12 News Coverage of Residential BMPs/North Branch Bassett Creek: <http://www.twelve.tv/news/newsitem.aspx?newsid=1499&newsitemid=30165>
- E. Incident Report: Spill in Bassett Creek
- F. Water Links WMWA Newsletter: <https://content.govdelivery.com/accounts/MNHENNE/bulletins/13bae23>
- G. WCA Notice of Application, Plymouth
- H. WCA Notice of Application, New Hope

8. ADJOURNMENT

Upcoming Meetings & Events

- Bassett Creek Clean Up: Saturday April 23rd, 9:30 – 12:00 a.m., Bassett Creek Park, (SE corner of Penn Ave. N. and 1 ½ Ave. N.)
https://www.minneapolisparcs.org/activities_events/events/earth_day_cleanup/#group_1_219258
- Urban Waters Forum: Saturday April 23, 2016, 8:30 a.m. – 12:30 p.m., MN Landscape Arboretum, register at <http://www.arboretum.umn.edu/2016UrbanWaters.aspx>
- Friends of Northwood Lake Annual Meeting: Tuesday April 26th, 7:00 p.m., New Hope City Hall
- BCWMC Budget Committee Meeting: Wednesday May 4th, 12:00 p.m., Medicine Lake Room, Plymouth City Hall
- AMLAC Meeting: Wednesday May 18th, 7:00 p.m., Medicine Lake City Hall
- BCWMC Regular Meeting: Thursday May 19th, 8:30 a.m., Council Conference Room, Golden Valley City Hall