



Bassett Creek Watershed Management Commission

MEMO

Date: August 10, 2016
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 (more resources at <http://www.bassettcreekwmo.org/projects.>)

2017 Plymouth Creek Restoration Project, Annapolis Lane to 2,500 feet Upstream (2017CR-P) (See Item 7C):

The final feasibility study is now available online at <http://www.bassettcreekwmo.org/index.php?cID=284> and was used to request 2017 levy funds from Hennepin County. BCWMC staff and city staff attended a Hennepin County Committee meeting on July 19th. There were no questions about the project and the County Board approved the 2017 levy request at their meeting on July 28th. At the direction of the Commission, staff submitted a Clean Water Fund grant application for this project (see Item 7C). At In September, the Commission will hold a public hearing on the project, order the project, and enter an agreement with the City of Plymouth to design and construct the project. I will send a public hearing announcement to residents adjacent to the Project.

2017 Main Stem Bassett Creek Streambank Erosion Repair Project (2017CR-M) (See Items 5C and 5D): The feasibility study for this project was approved at the April Commission meeting and the final document is available on the project page at: <http://www.bassettcreekwmo.org/index.php?cID=281>. A Response Action Plan to address contaminated soils in the project area was completed by Barr Engineering with funding from Hennepin County. Commissioners are asked to approve the RAP at this meeting (see Item 5C). The BCWMC should submit an Environmental Response Fund grant application to Hennepin County (see Item 5D). BCWMC staff and city staff attended a Hennepin County Committee meeting on July 19th. There were no questions about the project and the County Board approved the 2017 levy request at their meeting on July 28th. In September, the Commission will hold a public hearing on the project, order the project, and enter an agreement with the City of Minneapolis to design and construct the project. I will send a public hearing announcement to Harrison and Bryn Mawr neighborhood associations.

2013 Four Season Area Water Quality Project (NL-2) (See Item 5B): Since November 2015, the City of Plymouth has considered 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. Recently, a developer has proposed a redevelopment project for the site that includes several innovative stormwater management features for the site. City staff and I met with the developer and staff with Solution Blue on two occasions to discuss the project. The developer is seeking a partnership with the BCWMC to share in the cost of stormwater management that goes above and beyond the requirements. See Item 5B.

2014 Schaper Pond Diversion Project, Golden Valley (SL-3): At this meeting, the Commission Engineer will verbally update the Commission on recent activities at the site, including repair of vandalized parts and retrofits to deter future vandalism. 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. This spring 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): No change since July 2015 report. 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 20, 2015.

2015 Main Stem Restoration Project 10th Avenue to Duluth Street, Golden Valley (2015CR): No change since July 2016 report. The restoration 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. The first phase of the project began in November 2015 and is wrapped up last month.

Phase two of the project includes the establishment of native vegetation along the stream, including grasses, wildflowers, shrubs, live stakes and fascines, and cordgrass plugs. Phase 2 work began last month (see photo) with seeding and the installation of an erosion control blanket. Phase two activities will continue over two additional growing seasons to ensure proper establishment.

On April 5, 2016, the Golden Valley City Council awarded the contract to the lowest responsible bidder, Applied Ecological Services for \$152,182.60, which was under the engineers estimate. It is anticipated that the total contract amount for both Phase one and Phase two will be within the Watershed's overall project budget.



2016 Northwood Lake Improvement Project, New Hope (NL-1) (See Item 7E): Construction on this project began this spring. Photos and construction progress are available at: <http://www.ci.new-hope.mn.us/departments/publicworks/2016infrastructure.shtml>

The majority of the construction work is completed for this project. The pond at Jordan Avenue north is completed and the buffer has been stabilized and seeded. The underground storage tank has been buried and site grading continues. Trees are currently being planted. The water main work in Northwood Park is complete.

I recently submitted an interim grant report for the Clean Water Partnership grant, along with an invoice for grant funds (see Item 7E.)

2016 Honeywell Pond Expansion Project, Golden Valley (BC-4): No change in project since July 2016 report. At the August 2015 meeting, the Commission entered an agreement with the City of Golden Valley to design and construct the project. At the September 2015 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 bid opening for this project (in conjunction with the Douglas Drive Project) was held April 12th. The county will be awarding the contract in a few weeks. The project was within budget and the entire project will be starting in June, including pipe work for the CIP project. Pond expansion will likely occur this winter.

Other Projects

Education Tasks: A contract with Dawn Pape was recently executed, as approved at the July 2016 BCWMC meeting. Dawn has drafted one article for submission to local papers, is developing ideas for new educational displays, and is developing a social media calendar. I continue to participate in the West Metro Water Alliance consortium at their monthly meetings, and to write and coordinate the WMWA “Water Links” newsletter articles (<http://www.hennepin.us/residents/environment/protecting-land-water#water-links>). Recently, WMWA began a large “Pledge to Plant” campaign to encourage homeowners and others landowners to plant native plants and buffers.

Hennepin County Natural Resources Partnership: I attended the meeting of this group met on April 26th on the new buffer law and Hennepin County’s public GIS application. I was unable to attend the June meeting of this group due to a TAC meeting. I plan to attend the meeting on August 23rd. Commissioners are always invited to attend these meetings and may be particularly interested in the meeting on the 23rd (see Item 7G).

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.