



Bassett Creek Watershed Management Commission

DRAFT Minutes of Regular Meeting August 18, 2016 Golden Valley City Hall, 8:30 a.m.

Commissioners and Staff Present:

Crystal	Commissioner Guy Mueller, Vice Chair	Plymouth	Commissioner Ginny Black
Golden Valley	Alt. Commissioner Jane McDonald Black	Robbinsdale	Alt. Commissioner Michael Scanlan
Medicine Lake	Commissioner Clint Carlson	St. Louis Park	Commissioner Jim de Lambert, Chair
Minneapolis	Commissioner Michael Welch	Administrator	Laura Jester
Minnetonka	<i>Absent</i>	Attorney	Troy Gilchrist, Kennedy & Graven
New Hope	Alt. Commissioner Pat Crough	Engineer	Karen Chandler, Barr Engineering

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

Derek Asche, TAC, City of Plymouth	Bob Paschke, TAC, City of New Hope
Erick Francis, TAC, City of St. Louis Park	Megan Albert, TAC, City of New Hope
Liz Stout, TAC, City of Minneapolis	Jeff Oliver, TAC, City of Golden Valley
Mark Ray, TAC, City of Crystal	Dan Fetter, Barr Engineering
Richard McCoy, TAC, City of Robbinsdale	John Hink and Steve Gebauer - Solution Blue
Tom Dietrich, TAC, City of Minnetonka	Will Bohmsen, Elizabeth Flinsch, Brian Sago - Blake School

1. CALL TO ORDER AND ROLL CALL

On Thursday, August 18, 2016, at 8:33 a.m. in the Council Conference Room at Golden Valley City Hall (7800 Golden Valley Rd.), Chair de Lambert called to order the meeting of the Bassett Creek Watershed Management Commission (BCWMC) and asked for roll call to be taken. [The cities of Minnetonka and Crystal were absent from roll call].

2. CITIZEN FORUM ON NON-AGENDA ITEMS

There were no comments from audience members.

3. AGENDA

MOTION: Commissioner Black moved to approve the agenda. Alt. Commissioner Crough seconded the motion. Upon a vote, the motion carried 7-0. [The cities of Minnetonka and Crystal were absent from the vote.]

4. CONSENT AGENDA

MOTION: Commissioner Black moved to approve the consent agenda. Alt. Commissioner McDonald Black seconded the motion. Upon a vote, the motion carried 7-0. [The cities of Minnetonka and Crystal were absent from the vote.]

[The following items were approved as part of the consent agenda: the July 21, 2016, Commission Meeting Minutes, the August 2016 Financial Report, the payment of invoices, reimbursement to Commissioners for registration expenses to upcoming conferences, setting of fall TAC meeting, and approval of a resolution amending the budget for the Northwood Lake Improvement Project NL-1.]

The general and construction account balances reported in the August 2016 Financial Report are as follows:

Checking Account Balance	\$612,705.43
TOTAL GENERAL FUND BALANCE	\$612,705.43
TOTAL CASH & INVESTMENTS ON-HAND (8/10/16)	\$2,856,174.97
CIP Projects Levied – Budget Remaining	\$3,359,019.19
Closed Projects Remaining Balance	(\$502,844.22)
2011-2015 Anticipated Tax Levy Revenue	\$6,710.47
2016 Anticipated Tax Levy Revenue	\$601,430.96
Anticipated Closed Project Balance	\$105,297.21

5. BUSINESS

A. Consider Assisting with Blake School Watershed 360 Project

Administrator Jester introduced Will Bohmsen with the Blake School, Upper Campus and reported that the school is seeking assistance from the Commission on a project that combines environmental education and photography. Mr. Bohmsen provided an overview of the proposed project including an electronic example online. He noted he is interested in showcasing three projects or locations within the watershed that would be photographed with a 360° camera. He reported that users could then click on various items within the photo to find out more about a particular topic or condition within the area. He noted the project will “tell the story” of each of the three locations and the end product could be linked on the Commission’s website and used in other educational venues. He noted that one 6-hour field trip is likely with students to visit each of the three locations and hear from Commission or city staff about the project or features of that location.

[Commissioner Mueller arrives.]

There were some questions from Commissioners and discussion about different locations that might be appropriate to include and the staff time that might be involved with the project. Commissioners thought the

project was interesting and a good idea. Commissioners Black and Welch indicated they would like to be involved. It was noted the Education Committee might be involved as well.

MOTION: Commissioner Welch moved to authorize Administrator Jester to spend up to 10 hours assisting Blake School with the project. Alternate Commissioner McDonald Black seconded the motion. Upon a vote the motion carried 8-0. [City of Minnetonka was absent from the vote.]

B. Consider Partnership on Four Seasons Redevelopment Project

Administrator Jester provided background on this item. She reminded Commissioners that at their meeting in September 2013, the Commission conditionally approved 90% plans for the Four Seasons Area Water Quality Project that included restoration of a channel upstream of the mall and creation of a stormwater pond. She noted the CIP project was never built due to residents' concerns with tree loss and that the BCWMC CIP budget still includes over \$862,000 for that project. She reported that now the Four Seasons Mall area is slated for redevelopment and preliminary plans indicate the developer, Rock Hill Management (RHM), is able to treat more total phosphorus than is required by BCWMC development standards. She reported that RHM hired Solution Blue, Inc. to design innovative stormwater management features that also help create a community amenity and gathering space and that RHM is interested in a partnership with the BCWMC to implement these features by utilizing CIP funds previously slated for the Four Seasons Project.

John Hink with Solution Blue noted the firm is a sustainable landscape architecture firm that frequently works through public-private partnerships to go above and beyond requirements for stormwater treatment. Mr. Hink presented information on proposed stormwater management features and reviewed renderings, drawings, and estimated pollutant removals for each technique. He reported that the mixed use development will be dominated by pedestrian-friendly features, clean and modern architecture, and natural materials. Mr. Hink reported that the proposed development can meet stormwater requirements of 13.7 pounds of total phosphorus removed by upgrading the existing wetland and including an iron enhanced bench. He reviewed additional stormwater management features that would remove a greater amount of phosphorus, thus helping to improve conditions in Northwood Lake and the North Branch Bassett Creek downstream. Those features include a linear iron enhanced sand filter along 169 that would treat water coming from north of Rockford Rd., re-wetting of the peat that exists under the site, installing vegetated wetlands along the front of the property, and constructing a "wetland walk" as a significant feature within a pedestrian plaza in the center of the property.

Commissioners expressed their general support of the project and a potential partnership with the developer, although there was consensus that more information is needed to determine what level of Commission CIP funding might be appropriate to provide. Commissioner Black noted that the City of Plymouth is also working with the developer to incorporate park and ride features and stormwater management components and that the city may be offering financial incentives for those features.

Commission Engineer Chandler noted that she compared the estimated pollutant removals and costs of the current and original project (adjusted to 2016 costs) and that it appears the proposed project is approximately 75% as efficient in removing pollution per cost as the original project. She noted the Commission could consider applying a certain percentage of the CIP funding to the project.

Derek Asche discussed the opportunity to use remaining CIP funding to construct additional stormwater management features that could be incorporated adjacent to the site during site development and the fact that a rate control structure is likely needed to control flows from the east into the wetland to the south of the site which discharges into Northwood Lake.

There was also consensus that any future agreement would be between the City of Plymouth and the Commission, with a corresponding agreement between the City and the developer. There was also consensus that more information is needed to make an informed decision on possible funding levels, including financing

that may come from the city and further investigation on pollutant removals and possible adjacent projects. Mr. Hink noted that it would be important to have a final decision on financing or a partnership within the next two months. He noted that the developer is seeking at least \$500,000 in funding to incorporate the “above and beyond” stormwater management features.

MOTION: Commissioner Black moved that the Commission move forward with exploring a partnership with Rock Hill Management through an agreement with the City of Plymouth and that Commission staff continue to gather and assess additional information for further consideration including technical and legal issues. Commissioner Mueller seconded the motion. Upon a vote the motion carried 8-0. [City of Minnetonka was absent from the vote.]

C. Review Draft Response Action Plan for 2017 Main Stem Erosion Repair Project

Commission Engineer Chandler introduced Dan Fetter with Barr Engineering to review the draft Response Action Plan (RAP). Mr. Fetter noted that the document is nearly final and that it had been reviewed by the Commission Administrator and City of Minneapolis staff. He noted the final RAP is due to the Minnesota Pollution Control Agency by September 1 in order to apply for the Hennepin County grant being considered in the next agenda item. Commissioner Welch asked that the RAP include correct contamination notes for the banks along and across from the Fruen Mill.

MOTION: Commissioner Welch moved to approve the Response Action Plan with comments from the Commission and directed staff to submit the Plan to appropriate review agencies. Commissioner Black seconded the motion. Upon a vote the motion carried 8-0. [City of Minnetonka was absent from the vote.]

D. Consider Applying for Hennepin County Environmental Response Fund Grant for 2017 Main Stem Erosion Repair Project.

Mr. Fetter reported that the Commission’s Main Stem Project is well positioned to receive grant funding from Hennepin County to help with the costs of cleaning up and disposing of contaminated sediments. He noted this is a high priority area for the County and that the grant request would be for approximately \$137,000, the estimated cost of cleanup for the project.

MOTION: Commissioner Black moved that the Commission submit a grant request for Hennepin County Environmental Response Funds for the 2017 Main Stem Erosion Repair Project. Seconded by Commissioner Welch. Upon a vote the motion carried 8-0. [City of Minnetonka was absent from the vote.]

E. Review Status of 2016 Operating Budget

Administrator Jester reported that the 2016 operating budget was on track for the year despite some line items that are over budget, because other areas are under budget. She noted that the revenue received through the agreements with the Met Council for the Blue Line and Southwest LRT projects nearly equal the amount that has been spent under “non-fee reviews.” Commission Engineer Chandler noted that volume of development and reviews has been greater than expected. Further, she noted that there are more large projects this year where the cost to review is greater than the review fees. However, she agreed that overall the budget should be generally on track at the end of the fiscal year.

F. Consider Approval of Budget Committee Recommendations for 2017 Operating Budget and Assessments to Cities

Budget Committee Chair McDonald Black reported that the committee met on August 8th, considered the TAC’s recommendations and the recommendations from Derek Asche, City of Plymouth. She noted the following recommendations: approve an FY 2017 operating budget of \$645,600 and city assessments

approximately 2% higher than the FY2016 assessments; approve using CIP funds for the Schaper Pond Diversion Project effectiveness monitoring; approve using Wenck Associates to perform 2017 routine lake monitoring; approve using Commission Engineer for the Sweeney Lake aeration study to be funded over two years; approve receiving input and recommendations from the Technical Advisory Committee on a project and/or policy related to when and how to go through a “request for proposals” process.

There was some discussion about the City of Plymouth’s resolution objecting to the original proposed budget sent to cities that included a 7% increase in assessments. Mr. Asche noted that while the city was hoping for a 0% increase in assessments, he appreciated the committee’s work to lower assessments from a 7% to a 2% increase and their willingness to review fiscal policies. Commissioner Welch noted that Plymouth’s recommendations be considered by the Commission and the TAC and that these bodies also consider suspending the use of an “engineering pool.”

MOTION: Commissioner Black moved to approve the Budget Committee’s recommendations including a 2% increase in assessments to cities for fiscal year 2017. Seconded by Commissioner Welch. Upon a vote the motion carried 8-0. [City of Minnetonka was absent from the vote.]

G. Resolution of Appreciation for Services of Amy Herbert to the Bassett Creek Watershed Management Commission

Although Ms. Herbert wasn’t able to attend the meeting, Chair de Lambert read the resolution of appreciation for her services. Commissioner Welch noted that Ms. Herbert’s work with the Commission was essential, particularly when the Commission did not have an Administrator.

MOTION: Commissioner Mueller moved to approve the resolution of appreciation for the services of Amy Herbert to the BCWMC. Seconded by Alternate Commissioner Crough. Upon a vote the motion carried 8-0. [City of Minnetonka was absent from the vote.]

6. COMMUNICATIONS

A. Administrator’s Report

Administrator Jester reported that she had registered the Commission for a table at the Golden Valley Arts and Music Festival and that she needed volunteers. Commissioner Welch, Alt. Commissioner Scanlan, and Chair de Lambert expressed interest in volunteering.

Administrator Jester reported that the Commission was asked to participate in a panel discussion during an upcoming conference held by the Met Council on developing comprehensive plans. She noted that she would be happy to represent the Commission on the panel if there were no objections. Commissioners agreed it was an appropriate activity.

Administrator Jester reported that the Lakeshore Weekly News had agreed to use Dawn Pape as a guest columnist to write water-related articles on the Commission’s behalf. She also asked Commissioners to consider following the BCWMC on Facebook.

B. Chair

Chair de Lambert reminded Commissioners on the importance of engaging residents at events like the Golden Valley Arts and Music Festival.

C. Commissioners

No comments.

D. TAC Members

No comments.

E. Committees

- i. **APM/AIS Committee** – Administrator Jester reported that at the second meeting of the APM/AIS Committee participants reviewed the activities of other organizations regarding APM and AIS. She indicated the next committee meeting is scheduled for September 27th.

F. Legal Counsel

No comments.

G. Engineer

Commission Engineer Chandler reported that more repairs were needed to anchor the floating baffle on Schaper Pond and that final site restoration was still needed.

Commission Engineer Chandler reported that the City of Golden Valley has requested a proposal from Barr Engineering to complete their local water management plan (LWMP). She noted the Commission Engineer must review all LWMP from member cities so the Commission should consider hiring a separate firm to review the city’s plan. She indicated that this was the same situation 10 years ago for several BCWMC member cities and at the time, the Commission hired Wenck to review the plans. Commissioners Welch and Black indicated that this situation was not ideal but that there was no contractual language disallowing the action. They indicated the Commission would need to hire a different firm to review the Golden Valley LWMP as before.

Commission Engineer Chandler also noted several Barr-sponsored events coming up in September. She note everyone is invited to the events and to watch for separate emails.

7. INFORMATION ONLY (Available at) <http://www.bassettcreekwmo.org/document/meeting-materials-minu/meeting-materials/thursday-august-18-2016>

- A. CIP Project Updates: Now Available Online <http://www.bassettcreekwmo.org/projects>
- B. Grant Tracking Summary and Spreadsheet
- C. Clean Water Fund Grant Application – Plymouth Creek Restoration Project
- D. Clean Water Fund Grant Application – Harrison Neighborhood Project
- E. Interim Report for MPCA Clean Water Partnership Grant for Northwood Lake Improvement Project
- F. West Metro Water Alliance June Meeting Minutes
- G. Hennepin County Natural Resources Partnership Meeting August 23rd - “Envisioning the future of environmental education for youth” <http://www.hennepin.us/business/work-with-henn-co/envisioning-future-environmental-education>
- H. Clean Water Summit September 22nd, Minnesota Landscape Arboretum, Register at <http://www.arboretum.umn.edu/2016cleanwatersummit.aspx>
- I. Water Resources Conference, October 18 – 19, St. Paul RiverCentre, <http://www.wrc.umn.edu/news-events/waterconf>

8. ADJOURNMENT - Chair de Lambert adjourned the meeting at 10:36 a.m.

Signature/Title	Date	Signature/Title	Date