



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: September 7, 2016

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 9/15/16 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 – August 18, 2016 Commission meeting- ACTION ITEM with attachment**
 - B. **Approval of September 2016 Financial Report - ACTION ITEM with attachment**
 - C. **Approval of Payment of Invoices - ACTION ITEM with attachments (online) – I have reviewed the following invoices and recommend approval of payment.**
 - i. Keystone Waters, LLC – August 2016 Administrator Services
 - ii. Barr Engineering – August 2016 Engineering Services
 - iii. Triple D Espresso – September 2016 Meeting Refreshments
 - iv. Wenck – August 2016 WOMP Monitoring
 - v. Lawn Chair Gardener – August 2016 Educational Services
 - vi. Kennedy Graven – July 2016 Legal Services
 - vii. Finance and Commerce – Public Hearing Notice Publication
 - viii. Amy Herbert – August 2016 Secretarial Services
 - D. **Approval to Purchase Bond Insurance Per Joint Powers Agreement – ACTION ITEM no attachment** – *Commission Legal Counsel Troy Gilchrist recently noticed the BCWMC insurance policy does not include bond coverage. He noted that although typically bonds are required of treasurers, State statutes do not appear to have a bond mandate for watershed management organizations. However, he notes the BCWMC Joint Powers Agreement includes the following language under Finances, Section VIII, Subd 1: “The Treasurer shall be required to file with the Secretary of the Board a bond in the sum of at least \$10,000 or such higher amount as shall be determined by the Board. The Commission shall pay the premium on said bond.” Staff recommends the BCWMC purchase the minimum bond amount offered by the BCWMC’s insurer, the League of Minnesota Cities, of \$50,000 for a premium of \$150.*
 - E. **Approval to Send Comment Letter on Mississippi Watershed Management Organization's 2016 Minor Plan Amendment – ACTION ITEM with attachment and materials online** – *The Mississippi Watershed Management Organization (MWMO) requested review of a minor amendment to its “2011 – 2021 MWMO Watershed Management Plan.” The amendment updates the MWMO’s Capital Improvement Schedule and includes a potential project in the old Bassett Creek tunnel. The Commission Engineer reviewed the amendment and recommends submitting the attached comment letter. BCWMC online meeting materials include a tracked version of the amendment and a link to the current MWMO Watershed Plan.*
5. **PUBLIC HEARING**
 - A. **Receive Comments from Member Cities and Public on the Proposed 2017 Capital Improvement Program (CIP) Projects – PUBLIC INPUT ITEM with attachment** - *The public hearing will be opened and the public will be asked for comments on the 2017 CIP projects. All comments will be entered into the public record and will be considered before the Commission approves the resolution in 6A below.*

- i. Plymouth Creek Restoration Project (2017CR-P)
<http://www.bassettcreekwmo.org/index.php?cID=284>
- ii. Bassett Creek Main Stem Erosion Repair Project (2017CR-M)
<http://www.bassettcreekwmo.org/index.php?cID=281>

6. BUSINESS

- A. Consider Approval of Resolution 16-08 Ordering 2017 Improvements - ACTION ITEM with attachments - *Pending the outcome of the public hearing in 5A, the attached resolution should be approved to order the projects, designate members responsible for construction, make findings pursuant to MN Statutes 103B.25, certify the costs of the 2017 projects to Hennepin County, and approve agreements with the cities of Plymouth and Minneapolis for construction. Staff recommends approval of the resolution which, in turn, approves the following:*
 - i. Designating Members Responsible for Construction
 - ii. Making Findings Pursuant to Minnesota Statutes Section 103B.251
 - iii. Certifying Costs to Hennepin County – with attachment – *The attached memo shows the breakdown of estimated project costs and recommends the Commission direct staff to certify for payment by Hennepin County in 2017 a total (final) tax levy of \$1,303,600.*
 - iv. Approving Agreement with City of Plymouth for Construction of Plymouth Creek Restoration Project (2017CR-P) – with attachment - *The attached agreement between the City of Plymouth and the BCWMC includes expectations and requirements of the city and the Commission for implementation of the Plymouth Creek Restoration Project.*
 - v. Approving Agreement with City of Minneapolis for Construction of Bassett Creek Main Stem Erosion Repair Project (2017CR-M) – with attachment - *The attached agreement between the City of Minneapolis and the BCWMC includes expectations and requirements of the city and the Commission for implementation of the Main Stem Erosion Repair Project.*
- B. Consider Attendance at Aquatic Invaders Summit - INFORMATION ITEM with attachment – *Staff would like direction on whether Commissioners or staff should attend this two-day event in St. Cloud to learn more about aquatic invasive species.*
<http://aisummit.mnlakesandrivers.org/about/>

7. COMMUNICATIONS

- A. Administrator’s Report – **INFORMATION ITEM with attachment**
 - i. Reminder of Wednesday November 16th BCWMC Regular Meeting – **INFORMATION ITEM no attachment** – *Just a reminder that the Commission meets on a Wednesday in November so that city staff can attend the American Public Works Association annual conference.*
- B. Chair
- C. Commissioners
- D. TAC Members
- E. Committees
- F. Legal Counsel
- G. Engineer

8. INFORMATION ONLY (Information online only)

- A. CIP Project Updates: Now Available Online <http://www.bassettcreekwmo.org/projects>
- B. Grant Tracking Summary and Spreadsheet
- C. Hennepin Co. Natural Resources Opportunity Grant Application Submission – Plymouth Creek Restoration Project
- D. WCA Notice of Exemption –Plymouth
- E. WCA Notice of Decision by BCWMC – 1143 South Shore Drive, Medicine Lake
- F. WCA Notice of Decision by BCWMC – 10715 South Shore Drive, Medicine Lake
- G. Hennepin County Input Session September 29th (morning or evening options, Brookdale Library, Brooklyn Center) “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. State of the (Mississippi) River Report Launch and Presentation September 22nd, Science Museum of Minnesota, St. Paul. Free to register at <http://fmr.org/events/2016/09/22/state-river-launch>
- J. Water Resources Conference, October 18 – 19, St. Paul RiverCentre, <http://www.wrc.umn.edu/news-events/waterconf>

9. ADJOURNMENT

Upcoming Meetings & Events

- Golden Valley Arts and Music Festival: Saturday September 17, 2016, Golden Valley City Hall
- Clean Water Summit: Thursday September 22nd, 9:00 – 4:30; Minnesota Landscape Arboretum; register at <http://www.arboretum.umn.edu/2016cleanwatersummit.aspx>.
- State of the (Mississippi) River Report Launch and Presentation: Thursday September 22nd, 7:00 p.m., Science Museum of Minnesota, St. Paul. Free to register at <http://fmr.org/events/2016/09/22/state-river-launch>
- Hennepin County Input Session: Thursday September 29th (morning or evening options, Brookdale Library, Brooklyn Center) “Envisioning the future of environmental education for youth”
<http://www.hennepin.us/business/work-with-henn-co/envisioning-future-environmental-education>
- BCWMC APM/AIS Committee Meeting: Tuesday September 27th, 8:30 – 10:00 a.m., Council Conference Room, Golden Valley City Hall
- Aquatic Invaders Summit, October 5 – 6, River’s Edge Convention Center, St. Cloud MN
<http://aisummit.mnlakesandrivers.org/about/>
- BCWMC TAC Meeting, Thursday October 6th, 1:30 – 3:30 p.m., Council Conference Room, Golden Valley City Hall
- Water Resources Conference, October 18 – 19, St. Paul RiverCentre, <http://www.wrc.umn.edu/news-events/waterconf>
- BCWMC Regular Meeting: Thursday October 20, 2016, Council Conference Room, Golden Valley City Hall
- BCWMC Regular Meeting: WEDNESDAY November 16, 2016, Council Conference Room, Golden Valley City Hall