



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: September 13, 2017

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: **Background Information for 9/21/17 BCWMC Meeting**

1. **CALL TO ORDER and ROLL CALL**
2. **CITIZEN FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**

4. **CONSENT AGENDA**
 - A. Approval of Minutes – August 17, 2017 Commission meeting- **ACTION ITEM with attachment**
 - B. Approval of September 2017 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 Administrator Services
 - ii. Keystone Waters, LLC – August Meeting Materials Distribution Expenses
 - iii. Barr Engineering –August 2017 Engineering Services
 - iv. Triple D Espresso – September 2017 Meeting Refreshments
 - v. Wenck – August 2017 WOMP Monitoring
 - vi. Wenck – August Routine Lake Monitoring
 - vii. Lawn Chair Gardener – August 2017 Administrative and Education Services
 - viii. Kennedy & Graven – July Legal Services
 - ix. Metro Blooms – May/June Reimbursement for Harrison Neighborhood Project
 - x. Metro Blooms – July/Aug Reimbursement for Harrison Neighborhood Project
 - xi. Talbott Promotions – “Salt Cups” Educational Giveaways

 - D. Approval to Reimburse City of Golden Valley for Main Stem Restoration CIP Project Expenses (CIP: 2015CR) – **ACTION ITEM with attachment – At their meeting on October 16, 2014, the Commission entered an agreement with the City of Golden Valley for the construction of the [2015 Main Stem Restoration Project, 10th Avenue to Duluth Street](#). This is the final reimbursement for the construction phase of the project. The native vegetation establishment phase began last year and will continue through 2018. Staff recommends approving this reimbursement request.**

5. **PUBLIC HERAING**
 - A. Receive Comments on Proposed 2018 CIP Project - Bassett Creek Park Pond Phase I Dredging Project: Winnetka Pond Dredging (BCP-2) - **PUBLIC INPUT ITEM with attachment - The public hearing will be opened and the public will be asked for comments on the 2018 CIP project. All comments will be entered into the public record and will be considered before the Commission approves the resolution in 6A below.**

6. **BUSINESS**
 - A. Consider Approval of Resolution 17-06 Ordering 2018 Improvement - **ACTION ITEM with attachments - Pending the outcome of the public hearing in 5A, the attached resolution should be considered for approval to order the project, designate member responsible for construction, make findings pursuant to MN Statutes 103B.25, certify the costs of the 2018 project to Hennepin County, and approve an agreement with the City of Crystal for construction. Staff recommends approval of the resolution which, in turn, approves the following:**

- i. Designating Member City 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 including 2018 costs for the previously approved Main Stem Restoration Project and the Plymouth Creek Restoration Project, and recommends the Commission direct staff to certify for payment by Hennepin County in 2018 a total (final) tax levy of \$1,346,815.*
 - iv. Approving Agreement with City of Crystal for Construction of Bassett Creek Park Pond Phase I Dredging Project: Winnetka Pond Dredging (BCP-2) - with attachment - *The attached agreement between the City of Crystal and the BCWMC includes expectations and requirements of the city and the Commission for implementation of the 2018 CIP Project.*
- B. Consider Approval of Proposal to Develop Aquatic Invasive Species Rapid Response Plan – ACTION ITEM with attachment – *At their meeting on July 20th, the Commission approved a APM/AIS Committee recommendation that the Commission begin developing a rapid response action plan for key species in Priority 1 lakes using the 2017 APM/AIS budget (up to \$15,000). The Commission requested a proposal from the Commission Engineer to develop the lake-specific rapid response plans. Staff recommends approving the attached proposal.*
- C. Consider Approval of Technical Advisory Committee Recommendations – ACTION ITEM with attachments – *At their meeting on August 4th, the TAC discussed a variety of topics including FEMA modeling in the watershed, 2) communication needs regarding the XP-SWMM model and revised floodplain elevations, 3) the timing and process for updating the XP-SWMM model, and 4) revisions to the BCWMC review fees. The TAC forwards the attached recommendations for Commission consideration, which are also recommendations of Commission staff. Approval to amend the Commission’s project review fees should be by resolution.*
- i. Resolution Adopting Amended Review Fee Schedule – attached
- D. Consider Approval of Proposals to Develop Feasibility Studies for 2019 CIP Projects – ACTION ITEM with attachments – *Feasibility studies for the 2019 CIP projects should get underway this fall so that the Commission can request a 2019 maximum levy by the end of May 2018. The cities where each of the three 2019 are proposed (Golden Valley, St. Louis Park, and Minneapolis) request that the Commission Engineer prepare the feasibility studies for the projects. The Commission Engineers prepared the attached proposals which were reviewed by me and appropriate city staff. I recommend approving each proposal and directing the Commission Engineer to begin these studies.*
- i. Medicine Lake Road and Winnetka Avenue Area Long Term Flood Mitigation Plan Implementation Phase I: DeCola Ponds B & C Improvement Project (BC-2, BC-3 & BC-8) - attached
 - ii. Westwood Lake Water Quality Improvement Project (WST-2) - attached
 - iii. Bryn Mawr Meadows Water Quality Improvement Project (BC-5) – attached
- E. Consider Approval of Recommendations of the Aquatic Plant Management/Aquatic Invasive Species Committee – ACTION ITEM with attachment - *At the July 20th meeting, the Commission began reviewing and discussing recommendations by the APM/AIS committee. At that meeting, recommendations #1 - #5 were approved. If time allows at this meeting, the Commission should continue discussing committee recommendations.*

7. COMMUNICATIONS

- A. Administrator’s Report - **INFORMATION ITEM with attachment**
 - i. Update on Chloride Training Recruitment

- ii. Report on Main Stem Project Open House
- B. Chair
- C. Commissioners
 - i. Report on Golden Valley Arts and Music Festival
- D. TAC Members
- E. Committees
- F. Legal Counsel
- G. Engineer

8. INFORMATION ONLY (Information online only)

- A. CIP Project Updates: Available Online <http://www.bassettcreekwmo.org/projects>
- B. Grant Tracking Summary and Spreadsheet
- C. Freshwater Society [Recruiting Master Water Stewards](#)
- D. [Governor Dayton's 25% by 2025 Clean Water Initiative](#) – Town Hall Meetings
- E. WCA Notice of Application, Plymouth
- F. Minnehaha Creek Watershed District Cottageville Park [Video](#)
- G. Freshwater Society [Newsletters and Sign Up](#)
- H. WCA Notice of Application, Golden Valley

9. ADJOURNMENT

Upcoming Meetings & Events

- [Public Open House on Main Stem Erosion Repair Project \(2017CR-M\)](#): Tuesday September 19th, 4:00 – 6:00 p.m., Multipurpose Room at Harrison Recreation Center, 503 N. Irving Ave, Minneapolis
- [25% by 2025 Clean Water Town Hall Meeting](#): Wednesday September 27th, 6:30 – 8:30 p.m. Community Room at Glover Sudduth Center for Economic Development and Urban Affairs, 2100 Plymouth Ave. North, Minneapolis
- [Water Resources Conference](#): October 17-18, St. Paul RiverCentre, [Info and Registration](#)
- [City of Minnetonka City Wide Open House](#): Tuesday October 10th, 5:00 – 8:00 p.m., Minnetonka City Hall
- [Sidewalk and Parking Lot Winter Maintenance Training Course](#): Friday October 13th, 8:30 a.m. – 1:30 p.m., Crystal Community Center