



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: October 10, 2018

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 10/18/18 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 – September 20, 2018 Commission Meeting- **ACTION ITEM with attachment**
 - B. Acceptance of October 2018 Financial Report - **ACTION ITEM with attachment**
 - C. Approval of Payment of Invoices - **ACTION ITEM with attachments (online)** – *I reviewed the following invoices and recommend approval of payment.*
 - i. Keystone Waters, LLC – September 2018 Administrative Services
 - ii. Keystone Waters, LLC – September 2018 Printing Expenses
 - iii. Barr Engineering – September 2018 Engineering Services
 - iv. Triple D Espresso – October 2018 Meeting Refreshments
 - v. Wenck – September 2018 WOMP Monitoring
 - vi. Lawn Chair Gardener – September 2018 Administrative and Education Services
 - vii. Kennedy Graven – August 2018 Legal Services
 - viii. Triple D Espresso – Catering for Workshops
 - D. Approval to Send Administrator Jester to [Minnesota Association of Watershed Districts Annual Meeting](#)– **ACTION ITEM no attachment** – *The Commission Engineer and I are scheduled to give a presentation on the BCWMC AIS Rapid Response Plan at this year's annual meeting of MAWD in Alexandria, MN. I have attended this meeting the past four years and find it valuable to learn from and meet with other watersheds across the State. I am requesting approval to attend the meeting with registration costs of \$200, one nights lodging for up to \$150 (not yet secured), and travel costs of up to \$152 for a total of \$502 plus my time. This spending would come from the Administrator budget line.*
 - E. Approval of Sweeney Lake Aeration Study Final Report – **ACTION ITEM with attachment** – *At their meeting in August, the Commission received a [presentation](#) on this study's results. The final report is now available and includes additional information on alum treatment costs and more discussion and a recommendation regarding aquatic plants, noting that a future lake vegetation management plan may be warranted. Staff recommends approval of the final report and direction to post it online along with notes from the August 1st informational meeting with Sweeney Lake residents.*
5. **BUSINESS**
 - A. Review Draft Feasibility Study for Bryn Mawr Meadows Water Quality Improvement Project (BC-5) (30 minutes) – **ACTION ITEM with attachment (complete document online)** – *At their meeting in September 2017, the Commission approved a proposal by the Commission Engineer to develop a feasibility study for this 2020 CIP project. The Commission Engineer has been in close communication with the Minneapolis Park and Rec Board as this project will coincide with a park reconstruction project in 2021. The draft feasibility study offers three concepts for the Commission to discuss and consider at this meeting.*
 - B. Review Draft Bassett Creek Watershed Sign at Westwood Hills Nature Center (15 minutes) -

INFORMATION ITEM no attachment – *At their meeting in September, the Education Committee discussed and made recommendations on content and graphics for the BCWMC sign to be installed in the new Westwood Hills Nature Center. An initial draft was reviewed and commented on by committee members and me via email since that meeting. The Commission Engineer will present the draft sign at this meeting and review the timeline for finalizing the sign.*

- C. Update on Local Water Management Plan Reviews (15 minutes) – **INFORMATION ITEM with attachments; local water management plans available online** – *The Commission Engineer reviewed the New Hope Plan and provided city staff with the attached comments. I reviewed the Minnetonka Plan and provided city staff with the attached comments. If Commissioners have additional comments on these plans we can add them to our initial comments. The deadline for reviewing and approving (all or parts of) these plans is November 22 and December 21, respectively. At this meeting, staff will also update the Commission on the status of other local plans.*
- i. Commission Comments on New Hope Local Surface Water Management Plan
 - ii. Commission Comments on Minnetonka Water Resources Management Plan
- D. Discuss Invitation to Officially Join Minnesota Association of Watershed Districts (20 minutes) – **DISCUSSION ITEM with attachment** – *At their meeting in September the MAWD Board of Directors approved inviting watershed management organization (such as the BCWMC) to join the MAWD. In the past MAWD's membership was limited to watershed districts. The cost of membership for WMOs is \$500 through 2019. If the MAWD Board approves voting rights for WMOs on resolutions, bylaws, etc. at their annual meeting on November 30th, the annual membership cost will increase starting January 2020. Please see the fact sheet attached with membership benefits.*

6. COMMUNICATIONS (20 minutes)

- A. Administrator's Report - **INFORMATION ITEM with attachment**
- i. Loppet Foundation – Urban Portage Event
 - ii. Smart Salt Certification Course
 - iii. Workshop for Lake Groups: Options for Organizing
 - iv. Reminder of WEDNESDAY November 14th Commission Meeting
- B. Chair
- C. Commissioners
- D. TAC Members
- E. Committees
- i. Administrative Services Committee – 10/24 meeting
 - ii. CIP Prioritization Committee
- F. Legal Counsel
- G. Engineer
- i. Tunnel Inspection
 - ii. Schaper Pond Carp Survey
 - iii. Sediment Sampling in Jevne Park

7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates <http://www.bassettcreekwmo.org/projects>
- C. Grant Tracking Summary and Spreadsheet
- D. Sun Sailor Article: DeCola Ponds B & C Improvement Project
- E. Letter from Commission Legal Counsel to BWSR
- F. West Metro Water Alliance Water Links Newsletter

8. ADJOURNMENT

Upcoming Meetings & Events

Minnesota Water Resources Conference: October 17 & 18, St. Paul River Centre

BCWMC Administrative Services Committee Meeting: Wednesday October 24th, 11:30 a.m., Plymouth City Hall

Bassett Creek Watershed Management Commission Meeting: Wednesday November 14th, 8:30 a.m., Golden Valley City Hall