



Bassett Creek Watershed Management Commission

MEMO

Date: August 11, 2015
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 (see CIP Project Update Chart in "Information Only Items" of this month's agenda)

2012 Main Stem Restoration Project, Golden Valley Rd. to Irving Ave. N., Minneapolis and Golden Valley (mostly in Wirth Park) (2012CR): The Minneapolis Park and Rec Board (MPRB) is managing this project and hired Rachel Contracting to construct the project. Two change orders have been approved for the work. Funding for the changes is from unused unit pricing, as well as additional funds from City of Minneapolis Public Works-Surface Water and Sewers (Stormwater) and MPRB Regional Park Grants. The change order that MPRB is funding for extended trail repair to the south of the project area was approved by the Park Board on August 5th. The Change Order for the side channel dredging has also been approved administratively. It is within the project contingency and is funded primarily with City of Minneapolis funding. We expect work to be completed for both of those areas soon, but do not have a schedule yet. Punch list repairs have been completed. The City and MPRB staff will update the Commission on the project at their September meeting.

2013 Four Season Area Water Quality Project (NL-2): The City of Plymouth has been looking at 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. Currently, the City is waiting for the Four Seasons Mall property to redevelop with hopes of building treatment into a redevelopment project.

2014 Schaper Pond Diversion Project, Golden Valley (SL-3): The Commission approved 90% plans at their February 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. The contractor indicated a tentative start date of October 18th, which depends on the manufacturing and delivery of the floating silt curtain. The curtain has been ordered and typically takes 7-9 weeks for fabrication and delivery. Sunram is expecting that construction will take approximately two weeks to complete, but must be completed no later than December 15 (before freezing temperatures).

2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): There are no updates to this project since the report in July. However, the volunteer collecting water samples reports the clarity has been over 4 meters all summer. From July: 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 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 20th.

2014 Briarwood/Dawnview Water Quality Improvement Project, Golden Valley (BC-7): NewLook Contracting, the contractor for this project, has completed the majority of the site work including temporary stabilization of the disturbed areas and the utility work. This includes setting a storm sewer structure in the street to divert a large trunk storm sewer line into the new treatment pond. The street was backfilled and paved and the pond has received final stabilization. Crews have also finished a few final tasks in the last couple weeks. A cover crop was planted to increase shade and allow more moisture to be held in the soil. With the consistent rainfalls this summer, the area has not needed additional watering. City staff indicate the vegetation is coming in nicely and looks healthy. The city will continue to monitor the vegetation and if necessary, have the contractor water the area. The city will make sure the native plantings are established before calling the project complete and submitting a final reimbursement request and final report later this year.

2015 Main Stem Restoration Project 10th Avenue to Duluth Street, Golden Valley (2015CR): (See Item 5E) The 90% design plans were approved by the Commission at their June 2015 meeting. The design plans and specifications are complete and the bid documents will be published on August 20th. The City of Golden Valley is working to secure the remaining construction easements permits. The City anticipates awarding a construction contract this fall.

2016 Northwood Lake Improvement Project, New Hope (NL-1): (See Items 5A, 6B, 6E in this month's agenda.) At this meeting, the Commission will solicit comments from the public and cities on this project during an official public hearing. Depending on the comments received the Commission will consider entering an agreement with the City of New Hope to design and construct the project and a sub-grantee agreement to carry out the majority of tasks in the Clean Water Partnership grant work plan. City staff and I completed a work plan, budget and Gantt chart for the grant project which was approved by the MPCA. Also at this meeting, the Commission will consider a Clean Water Fund (BWSR) grant application for this project. 50% project designs are expected to come to the Commission at the September meeting.

2016 Honeywell Pond Expansion Project, Golden Valley (BC-4): (See Items 5A & 6B in this month's agenda.) At this meeting, the Commission will solicit comments from the public and cities on this project during an official public hearing. Depending on the comments received the Commission will consider entering an agreement with the City of Golden Valley to design and construct the project. 50% project designs are expected to come to the Commission at the September meeting and the project will be let with the Douglas Drive project in February of 2016. Construction of the pond will likely occur in 2017.

Other Projects

Hennepin County Natural Resources Partnership: I attended a meeting on August 4th where attendees participated in a group discussion about the County's draft Natural Resources Strategic Plan and how the County can assist cities and watershed organizations accomplish their natural resources goals.

MPRB Ecological System Plan: This project is now on hold until approximately late winter to allow the MPRB staff to concentrate on a different major comprehensive planning effort.

Next Generation Watershed Management Plan: (See item 6D on this agenda.) The draft Watershed Management Plan was submitted for its 60-day review at the end of November. The review period ended

January 30, 2015. Comments were received from multiple State agencies and partners. At the April Commission meeting the responses to comments were approved and subsequently sent to review agencies and organizations. A public hearing was held during the May Commission meeting and no comments were received. At that meeting, the Commission approved the 90-day review draft of the Plan. The 90-day review period began on approximately June 1st. Comments were received from the City of Minneapolis, MnDOT, and the Department of Agriculture. The Commission will consider responses to comments at this meeting. Staff, Chair de Lambert, and Vice Chair Mueller attended the August 4th BWSR Metro Region Committee where Vic Chair Mueller gave a presentation on the Plan. The committee recommended approval of the Plan by the full BWSR Board.

Non-Point Education for Municipal Officials (NEMO) Workshops: As recommended by the Education Committee and approved at the March Commission meeting, I am assisting with the development of 3 NEMO workshops for appointed and elected officials in the west Metro. A workshop-on-the-water was held on Lake Minnetonka on July 23. Additional workshops include *Chlorides and Winter Road Management* on October 7th and *Green Infrastructure for Clean Water* later in the year.

Website Redesign Project: Our consultant, Kelly Spitzley with HDR, has been working on the layout, content map, and designs for the new site through an iterative process with review and comment from Amy and I. The Education Committee met on June 30th to review and provide comments on the site layout, content map, and design options. Kelly is now completing the structure of the site and populating it with existing information.

New Commissioner Materials: Posting of materials to the website were completed earlier this year and are available at:

<http://www.bassettcreekwmo.org/CommissionOrientation/CommissionOrientationHomepage.htm>.

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.