



# Bassett Creek Watershed Management Commission

Regular Meeting  
Thursday, May 16, 2019  
8:30 – 11:00 a.m.

Council Conference Room, Golden Valley City Hall, Golden Valley, MN

## AGENDA

1. **CALL TO ORDER and ROLL CALL**
2. **CITIZEN FORUM ON NON-AGENDA ITEMS** - *Citizens may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, with the exception of referral to staff or a Commissions Committee for a recommendation to be brought back to the Commission for discussion/action.*
3. **APPROVAL OF AGENDA**
4. **CONSENT AGENDA**
  - A. Approval of Minutes – April 18, 2019 Commission Meeting
  - B. Acceptance of May 2019 Financial Report
  - C. Approval of Payment of Invoices
    - i. Keystone Waters, LLC – April 2019 Administrative Services
    - ii. Keystone Waters, LLC – April 2019 Printing Expenses
    - iii. Barr Engineering – April 2019 Engineering Services
    - iv. Triple D Espresso – May 2019 Meeting Refreshments
    - v. Wenck – April 2019 WOMP Monitoring
    - vi. Lawn Chair Gardener – April 2019 Administrative and Educational Services
    - vii. Kennedy & Graven – March 2019 Legal Services
    - viii. MMKR – 2018 Financial Audit
  - D. Acceptance of Fiscal Year 2018 Financial Audit Report
  - E. Approval of 2018 Annual Activity Report
  - F. Approval of Ridgedale Drive Reconstruction Project
  - G. Approval of Reimbursement Request for Schaper Pond Diversion Project
5. **BUSINESS**
  - A. Receive Presentation from Minnesota Association of Watershed Districts (20 min)
  - B. Consider Approval of Crane Lake Improvement Project 90% Plans (30 min)
  - C. Set 2020 Maximum Levy Amount for Collection by Hennepin County (15 min)
  - D. Review Budget Committee Recommendations for 2020 Operating Budget (20 min)
  - E. Consider Approval of Marsh Run Apartments Project (20 min)
  - F. Receive Update on 50<sup>th</sup> Anniversary Event (10 min)
6. **COMMUNICATIONS (10 minutes)**
  - A. Administrator's Report
    - i. Meeting with Hennepin County Commissioner Fernando
    - ii. Report on Land Development Summit, Water Summit, and AMLAC meeting
    - iii. Update on curly-leaf pondweed control, Medicine Lake

- B. Chair
- C. Commissioners
  - i. Report on AIS Detectors Training Course and Water Summit
- D. TAC Members
  - i. Next meeting May 29
- E. Committees
  - i. Next Education Committee meeting May 22
- F. Legal Counsel
- G. Engineer

**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 Post Article on BCWMC History and Flood Control Project](#)
- E. West Metro Water Alliance 2018 Annual Report
- F. [CCX Story on Winnetka Pond Dredging Project](#)
- G. [AIS Prevention Videos, Sea Grant](#)

**8. ADJOURNMENT**

**Upcoming Meetings & Events**

- AMLAC Annual Meeting: May 15<sup>th</sup>, 7:00 – 8:30 p.m., Black Box Theatre, Plymouth Creek Center
- BCWMC Education Committee Meeting: May 22<sup>nd</sup>, 8:30 a.m., Golden Valley City Hall
- BCWMC Technical Advisory Committee Meeting: May 29<sup>th</sup>, 1:00 p.m., Golden Valley City Hall
- Bassett Creek Watershed Management Commission Meeting: Thursday June 29<sup>th</sup>, 8:30 a.m., Golden Valley City Hall
- Bassett Creek Watershed 50<sup>th</sup> Anniversary Tour and Celebration Event: Thursday June 27<sup>th</sup>, Brookview Community Center, Golden Valley



# Bassett Creek Watershed Management Commission

## AGENDA MEMO

Date: May 8, 2019

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 5/16/19 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 – April 18, 2019 Commission Meeting- ACTION ITEM with attachment
  - B. Acceptance of May Financial Report - ACTION ITEM with attachment (more details online)
  - 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 – April 2019 Administrative Services
    - ii. Keystone Waters, LLC – April 2019 Printing Expenses
    - iii. Barr Engineering – April 2019 Engineering Services
    - iv. Triple D Espresso – May 2019 Meeting Refreshments
    - v. Wenck – April 2019 WOMP Monitoring
    - vi. Lawn Chair Gardener – April 2019 Administrative and Educational Services
    - vii. Kennedy & Graven – March 2019 Legal Services
    - viii. MMKR – 2018 Financial Audit
  - D. Acceptance of Fiscal Year 2018 Financial Audit Report – ACTION ITEM with attachment- full document online – The audit of the Commission’s finances for the period February 1, 2018 to January 31, 2019 is complete. The auditor found no deficiencies in internal financial control and no findings based on testing of the Commission’s compliance with laws and regulations. Deputy Treasurer Virnig recommends the Commission accept the audit. Staff will submit the audit to the BWSR (due at the end of June).
  - E. Approval of 2018 Annual Activity Report – ACTION ITEM with attachment – full document online – According to Minnesota Rules Chapter 8410, the BCWMC is required to submit an annual report (due at the end of May) to the MN Board of Water and Soil Resources. Staff recommends approval of the attached report and direction to submit the report.
  - F. Approval of Ridgedale Drive Reconstruction Project – ACTION ITEM with attachment – The proposed linear project is located along Ridgedale Drive from Plymouth Road to Wayzata Boulevard in Minnetonka. The project reduces impervious surfaces by 0.10 acres and does not trigger BCWMC water quality requirements for linear projects. Staff recommends approval.
  - G. Approval of Reimbursement Request for Schaper Pond Diversion Project – ACTION ITEM with attachment – full document online – The City of Golden Valley is requesting a final reimbursement of funds spent on the Schaper Pond Diversion Project. I have reviewed the documentation and recommend approval. The project budget will not be closed out due to ongoing effectiveness and carp monitoring.
5. **BUSINESS**
  - A. Receive Presentation from Minnesota Association of Watershed Districts (20 min) – INFORMATION ITEM no attachment – Emily Javens, the Executive Director of MAWD will provide an overview of the organization, its work, and its benefits to members.

- B. Consider Approval of Crane Lake Improvement Project 90% Plans (30 min) – ACTION ITEM with attachment – *At their March 21, 2019 meeting, the Commission approved the City of Minnetonka’s feasibility study and approved moving forward with Option 3 – Construct an underground treatment system beneath a proposed park just east of Ridgedale Drive to act as pre-treatment before being pumped to a sand infiltration/filtration system in the Crane Preserve Park. This project is ahead of a typical CIP schedule to stay in line with Ridgedale Drive reconstruction. The Commission Engineer reviewed the 90% plans and recommends approval with conditions noted in the memo.*
  
- C. Set 2020 Maximum Levy Amount for Collection by Hennepin County (15 min) – ACTION ITEM with attachment – *A maximum 2020 levy amount for collection by Hennepin County on behalf of the Commission must be set at this meeting. Staff recommends a levy of \$1.5M for the remainder of the DeCola Ponds Project, and several other projects slated to start in 2020. See the attached table and letter from MnDOT with assurances that Penn Pond will receive maintenance in conjunction with the Bryn Mawr Project. The Commission can lower the levy request when it submits its final levy amount in September of this year, but it cannot request more.*
  
- D. Review Budget Committee Recommendations for 2020 Operating Budget (20 min) – ACTION ITEM with attachments – *The Budget Committee met on April 22 and May 8 to discuss and develop the attached proposed 2020 operating budget for the Commission. The committee is seeking feedback from commissioners and TAC members on the proposed budget that includes a 3% increase in city assessments. The final proposed budget should be approved no later than your June meeting and is due to cities by July 1 to receive their input.*
  
- E. Consider Approval of Marsh Run Apartments Project (20 min) – ACTION ITEM with attachment – *The Commission reviewed and conditionally approved this proposed project at their April meeting. Since the conditional approval, the applicant has worked with the BCWMC Engineer to address the conditions of approval, but has been unable to demonstrate compliance to the BCWMC water quality requirements using Contech Jellyfish filters as part of the stormwater treatment system. The applicant is proposing to replace the Contech Jellyfish filters with Contech StormFilters to meet the BCWMC water quality requirements and submitted revised plans. Staff recommends conditional approval and reconsideration of the monitoring requirements approved at the April meeting.*
  
- F. Receive Update on 50<sup>th</sup> Anniversary Event (10 min) – INFORMATION ITEM no attachment – *We have secured Mark Seeley as a keynote speaker for the event. I will update the Commission on additional event planning, as needed.*

**6. COMMUNICATIONS (10 minutes)**

- A. Administrator’s Report – **INFORMATION ITEM with attachment**
  - i. Meeting with Hennepin County Commissioner Fernando
  - ii. Report on Land Development Summit, Water Summit, and AMLAC meeting
  - iii. Update on curly-leaf pondweed control, Medicine Lake
- B. Chair
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Item 4A.  
BCWMC 5-16-19

## Bassett Creek Watershed Management Commission

**DRAFT Minutes of Regular Meeting  
Thursday, April 18, 2019  
8:30 a.m.  
Golden Valley City Hall, Golden Valley MN**

**1. CALL TO ORDER and ROLL CALL**

On Thursday, April 18, 2019 at 8:30 a.m. in the Council Conference Room at Golden Valley City Hall (7800 Golden Valley Rd.), Chair Prom called the meeting of the Bassett Creek Watershed Management Commission (BCWMC) to order.

**Commissioners and city staff present:**

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	Dave Anderson	<i>Vacant Position</i>	Mark Ray
Golden Valley	Stacy Harwell	Jane McDonald Black	Eric Eckman, Jeff Oliver
Medicine Lake	Clint Carlson	Gary Holter	Susan Wiese
Minneapolis	Michael Welch	<i>Vacant Position</i>	<i>Absent</i>
Minnetonka	Mike Fruen	<i>Absent</i>	Sarah Schweiger
New Hope	<i>Absent</i>	Pat Crough	Megan Hedstrom
Plymouth	Jim Prom	Catherine Cesnik	Vanessa Strong
Robbinsdale	Michael Scanlan	<i>Absent</i>	Marta Roser, Richard McCoy
St. Louis Park	<i>Absent</i>	Patrick Noon	Erick Francis
<b>Administrator</b>	Laura Jester, Keystone Waters		
<b>Engineer</b>	Karen Chandler and Kurt Leuthold, Barr Engineering		
<b>Recorder</b>	Dawn Pape, Lawn Chair Gardener Creative Services		
<b>Legal Counsel</b>	David Anderson, Kennedy & Graven		
<b>Presenters/ Guests/Public</b>	Erik Miller, Sambetek		

**2. CITIZEN FORUM ON NON-AGENDA ITEMS**

No citizens present.

**3. APPROVAL OF AGENDA**

**MOTION:** Commissioner Scanlan moved to approve the agenda. Alternate Commissioner Crough seconded the motion. Upon a vote, the motion carried 9-0.

**4. CONSENT AGENDA**

Commissioner Welch pulled 4I off of the consent agenda and moved it ahead of 5A of business agenda.

**MOTION:** Commissioner Scanlan moved to approve the consent agenda as amended. Alternate Commissioner Crough seconded the motion. Upon a vote, the motion carried 9-0.

The following items were approved as part of the consent agenda: March 21, 2019 Commission meeting minutes, acceptance of the April 2019 financial report, payment of invoices, approval to reimburse Commissioner Carlson for Land Development Conference, Approval of Agreement with Hennepin County for 2019 River Watch Program, approval of contract with Lake Restoration, Inc. for curly-leaf pondweed treatment, approval not to waive monetary limits on municipal tort liability, and approval of agreement with Met Council for 2019 Citizen Assisted Monitoring Program.

The general and construction account balances reported in the April 2019 Financial Report are as follows:

Checking Account Balance	\$ 761,710.97
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TOTAL GENERAL FUND BALANCE	\$ 761,710.97
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TOTAL CASH & INVESTMENTS ON-HAND (04/09/19)	\$ 3,608,908.04
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CIP Projects Levied – Budget Remaining	\$ (4,681,126.33)
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Closed Projects Remaining Balance	\$363,781.71
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2012-2017 Anticipated Tax Levy Revenue	\$7,045.36
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2018 Anticipated Tax Levy Revenue	\$10,316.57
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Anticipated Closed Project Balance	\$381,143.64
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**5. BUSINESS**

**4I (from consent agenda) Approval of Marsh Run Apartments Project, Minnetonka**

Commissioner Welch asked about one of the Commission Engineer’s conditions for approval – the performance of the Jellyfish Filter. Commission Engineer Chandler noted that the Jellyfish Filter is a proprietary stormwater treatment device and an example of the types of devices they are reviewing more frequently in proposed projects. She noted that later in the



agenda, staff is requesting TAC input on proprietary devices but she is not recommending holding up this project. Commissioner Welch noted that permit approval rests on the functioning of the proprietary device. He noted that a possible future agenda item may be a discussion on why projects are using flexible treatment options so frequently, rather than infiltrating or abstracting stormwater. He expressed concern that the “jellyfish” device installed for a project in a different watershed didn’t treat runoff nearly as well as it stated it would.

**MOTION:** Commissioner Welch moved to approve the project with the condition that the Commission Engineer work with the City of Minnetonka to develop appropriate monitoring protocol and that the Commission receives a report one year after implementation to understand how well the device functions in situ. Commissioner Prom seconded the motion.

There was some discussion regarding how challenging it may be to monitor the effectiveness of the device due to treatment happening throughout the treatment train that includes the device. Vanessa Strong mentioned that she has experience maintaining devices and she would be happy to discuss what she knows at a future time because there are a lot of variables and it will be a lengthy discussion.

Welch likes Oliver’s suggestion to direct the Engineer to work with the city of Minnetonka to develop the testing protocol on performance of system and device.

**VOTE:** Upon a vote, the motion carried 9-0.

**A. Approval of DeCola Ponds B & C Improvement Project 90% Design Plans**

Commission Engineer Chandler introduced Kurt Leuthold with Barr Engineering, who developed the 90% project plans on behalf of the City of Golden Valley. Engineer Leuthold reminded the Commission that 50% plans for this project were approved at the February meeting.

Engineer Leuthold noted the goals of this project are to reduce flooding and improve water quality. He noted that in comparing the 50% to 90% plans, there isn’t much change. He reported that the project will create 24 acre-ft. flood storage volume, will lower the flood elevation at Medicine Lake Road by 1.3 feet, will expand open water by 2.0 acres, will restore 3.0 acres of wetland and upland habitat, and will reduce phosphorus removal by 10.8 lb./year. He noted the estimated construction costs are \$4.1 million and he reviewed project components included in the BCWMC portion of the funding including benches along the trail. There was some discussion about whether the Commission should pay for park benches or whether they could be incorporated into the educational components. There was consensus that the benches themselves should be funded by a different source.

Engineer Leuthold discussed the dewatering plan and construction schedule, which meet the DNR requirements to protect bats and turtles.

There was discussion about the trail surface options that were evaluated: bituminous asphalt, permeable pavers, decomposed granite, decomposed granite with stabilizer, and crushed lime rock. Bituminous asphalt was the clear preferred alternative from a maintenance and ADA perspective, especially since the runoff from the trail would be filtered before reaching the ponds.

Commissioner Welch asked why permeable pavers weren’t a good option. Engineer Leuthold indicated that because of the tree canopy, there would be organic matter clogging porous areas of the pavers.

Engineer Leuthold reported that the restoration plan includes native trees, shrubs, and tamaracks and that adjacent neighbors are supportive and engaged. He noted the permitting and schedule are both on track and construction will start this fall with vegetation establishment and maintenance under a separate contract.

**MOTION:** Commissioner Scanlan moved to approve the DeCola Ponds B & C Improvement Project 90% Design Plans. Commissioner Carlson seconded the motion. Upon a vote, the motion carried 9-0.

**B. Review Draft Feasibility Study for Jevne Park Water Quality Improvement Project**

Engineer Chandler informed the Commission that Engineer Jen Koehler is currently on maternity leave, which is why Jen wasn't presenting. Engineer Chandler continued with a presentation of the Jevne Park Water Quality Improvement Project Feasibility Study. She noted that the park is connected to Medicine Lake by a channel and that the lake floods the park during 10-year events or higher.

Engineer Chandler reported that they initially considered an additional concept to expand water quality and flood storage volume using of low areas on the private property on the south side of the road, but those areas are already providing high levels of phosphorus removal and flood storage. She reported that the pond within the park currently removes about 2.9 lbs. of phosphorus per year. She noted that because this is an existing wetland and a public water, there are considerable permitting considerations such as preserving wetlands, providing optimum habitat, etc. She noted that the Commission's wetland buffer requirements wouldn't be triggered, but the plans call for a 25-ft. buffer; there isn't room for a 50-ft. buffer due to the road and existing park courts and uses.

Engineer Chandler described concepts 1 and 2, noting that they are similar, except that concept 2 has a larger pond footprint. She compared the outcomes of concepts 1 and 2 to existing conditions and noted the benefits of the project include less flooding of the road, water quality improvements, habitat improvements, and educational opportunities.

Next, Engineer Chandler reviewed input from the public and the City of Medicine Lake. She noted that not many people were worried about the temporary flooding on the road and were more worried about the open water area within the park. She noted that Concept 1 was recommended by the public, the city, and Commission staff.

Commissioner Carlson added that the project has improved engagement and "good feelings" within the city. He recommended that the Commission implement Concept 1. Alternate Commissioner Cesnik asked about project maintenance. Engineer Chandler replied the city would be responsible for maintenance of the project.

Commissioner Harwell asked about the back flow into the park from the lake, about erosion around the proposed sheet pile, and groundwater elevations. Engineer Chandler noted that it's unlawful to prevent back flow into the park from the lake.

**MOTION: Commissioner Carlson moved to approve the feasibility study for the Jevne Park Water Quality Improvement Project and to move forward with implementing Concept 1. Alternate Commissioner Crough seconded the motion.**

Discussion: Commissioner Welch questioned the necessity of this project given its minimal water quality and flood reduction benefits. He wondered if the new CIP scoring matrix was used to evaluate the project. It was pointed out that the matrix wasn't meant to be retroactive. Administrator Jester quickly scored it and informed the commission that it ranked on the low side, at 6.5. She also noted multiple benefits of the project including: wildlife improvement, wetland improvement, education, and the fact that it addresses a TMDL on a priority waterbody.

There was also discussion about buffer requirements. Commissioner Welch asked why, since the wetland is considered "Manage 1," a 50-foot buffer wasn't incorporated into the project. Engineer Chandler reminded the Commission that this project doesn't actually trigger buffer requirements and the study worked to incorporate buffers as much as possible. She noted that cost and space were considerations regarding buffers. Commissioner Welch indicated that he would not vote to approve the project without 50-foot buffers because that would indicate a discrepancy between what the Commission requires of other project proposers, but is not willing to install for their own projects.

**MOTION: Commissioner Welch moved to amend the original motion to require 50-ft. wetland buffers. There was no second to the motion.**

Commissioner Carlson explained that from the city's perspective, it's important to keep park space, but they can still consider specifications of buffers during final design.

Commissioner Scanlan asked if parkland counts as a buffer. Engineer Chandler said the BCWMC has a definition of what constitutes a buffer and that turf grass is not considered a buffer.

Susan Wiese (TAC member from Medicine Lake) added to Commissioner Carlson's point that this park is widely used by city residents.

Alternate Commissioner McDonald Black wondered if it was appropriate to move forward on this project if the city hasn't yet amended its ordinances for compliance with the BCWMC Plan, including wetland buffer ordinances. Administrator Jester noted that most cities have not yet adopted updated ordinances and the Commission is moving forward on several CIP projects in different cities.

**VOTE: Upon a roll call vote, the motion carried 8-1 with Minneapolis voting against the motion and all other cities voting for the motion.**

Commissioner Welch explained that he finds it appropriate for the city to have significant input into the project, but he doesn't agree with putting hundreds of thousands of dollars into the project and not adhering to the BCWMC buffer rule.

Chair Prom said buffers are being put in to the extent possible, so it is appropriate, and Commissioner Harwell reiterated that the project is in compliance with the buffer rule because it wasn't triggered by the project.

**C. Update on 319 Grant for Sweeney Lake Alum Treatment and Carp Management**

Administrator Jester shared the good news that the BCWMC's \$330,000 Federal 319 grant application for the Sweeney Lake Alum Treatment and Carp Management Project was approved and the MPCA is recommending that the EPA fund the project. She noted that she and Commission Engineer Greg Wilson worked together on the Nine Element Review and submitted that to the MPCA for review and approval by EPA. She noted that the next steps include executing grant agreements, and discussing the project and expected future lake conditions with lake residents. She reported that the local match of \$220,000 for the \$550,000 project is included in 2020/2021 in the 5-year CIP in Item 5D below and that the grant funding would be available next spring and needs to be spent by August 2023.

**D. Review Technical Advisory Committee Recommendations for 5-year CIP**

Mark Ray, TAC Chair, reported that the BCWMC TAC met on March 8th and 26th to discuss possible projects to include in the 5-year Capital Improvement Program (CIP) and to score projects using the new CIP Project Scoring Matrix. He reviewed the TAC recommendations on the 2021 – 2025 CIP list, results of the scoring, and project fact sheets.

**MOTION: Commissioner Scanlan moved to approve Technical Advisory Committee Recommendations for the 5-year CIP. Commissioner Carlson seconded the motion.**

Discussion: Commissioner Welch asking the reason behind performing a creek restoration project rather than dredging Bassett Creek Park Pond. Mr. Ray explained that the pond's life is still pretty long and could be even further extended by installing a forebay along with upstream creek restoration. It was noted that neither of those projects are slated for the current 5-year CIP but were included in the 6<sup>th</sup> year (2026) as a possible placeholder.

**VOTE: Upon a vote, the motion carried 9-0.**

**E. Consider Directing TAC to Provide Guidance on Reviewing Proprietary Stormwater Treatment Devices**

Commission Engineer Chandler reported that (as noted during discussion of Item 4I), the Commission has seen an increase in the use of proprietary stormwater treatment devices for development and redevelopment projects. She noted there are not widely accepted levels of treatment or pollutant removal efficiencies associated with these devices and that while most proprietary devices undergo third party testing, not all testing is the same and not all devices receive the same level of approval from third party testing organizations. She noted the BCWMC Engineer requests that the Commission direct the TAC to provide guidance for BCWMC review and acceptance of proprietary stormwater treatment devices.

**MOTION: Commissioner Scanlan moved to direct TAC to provide guidance on reviewing proprietary stormwater treatment devices. Commissioner Harwell seconded the motion.**

Discussion: Commissioner Welch stated that he is interested in innovative technologies, but results vary widely among different devices. Commissioner Harwell noted she was curious about the scope of the devices to review. Engineer Chandler replied that what they really want guidance on is the type of testing that is needed.

Upon a vote, the motion carried 9-0.

**F. Discuss Report on Winter Maintenance Classes and Recommendations from Fortin Consulting**

Commissioner Harwell requested that the Commission review and discuss the recommendations resulting from 39 Winter Maintenance Trainings performed by Fortin Consulting. She said she talked with Brooke Asleson at the MPCA who mentioned that there are classes coming up (by Fortin Consulting) through a grant and she is wondering if cities would like to participate. The new class is aimed specifically at property managers and will be held on May 15 and June 5, 2019.

Chair Prom noted he was in favor of interacting more with property managers. Administrator Jester explained that the Hennepin County Chloride Consortium is still trying to understand barriers to getting people to stop using so much salt. She mentioned it would be really nice to have consistent efforts across the Metro and that salt education is currently very “scattershot.”

Dawn Pape brought up that she is working to unite efforts with a “SaltSmart.info” website—a one-stop shop where the public can find the information they need. Information is currently scattered across many watershed district websites.

Alternate Commissioner McDonald Black suggested handing out business cards with information about reducing salt use. She thought animal shelters would be a good host for educational information because salt is harmful to paws.

**G. Discuss Plans for 50th Anniversary Event**

Administrator Jester updated the Commission on the progress made for planning the event, but noted that she is still looking for a keynote speaker. She asked commissioners to reach out to their city councils and city commissions and invite them to the event.

Chair Prom mentioned he’s hoping to get drone footage of the creek and that other cities can join that effort.

**6. COMMUNICATIONS**

**A. Administrator’s Report**

- i. Administrator Jester noted Hennepin County Commissioner Fernando from District 2 wants to meet with Commission leadership and that a meeting is being arranged.

**B. Chair**

- i. Chair Prom reported that the old Four Season’s Mall area may be redeveloped and that a neighborhood meeting is scheduled for April 23<sup>rd</sup> at Beautiful Savior at 5:30 p.m. Chair Prom encouraged commissioners to attend the meeting to give input.

**C. Commissioners**

- i. Alternate Commissioner McDonald Black thanked Ms. Jester and Ms. Chandler for helping the Commission receive over \$2 million in grant funds over the last 6 years.
- ii. Commissioner Harwell reported she recently learned that the dumping of aquatic exotic pets is a big problem. She noted she saw a presentation that might be good for a future Commission meeting and that aquatic pet surrender events are being held around the Metro.
- iii. Commissioner Welch asked that Administrator Jester send information on the Four Seasons Mall area neighborhood meeting.
- iv. Commissioner Scanlan brought up an interesting newspaper article regarding Winnetka Pond.
- v. Alternate Commissioner Cesnik noted the AMLAC annual meeting on May 15<sup>th</sup> at the Plymouth Creek Center at 7 p.m.
- vi. Chair Prom mentioned that the Plymouth boat launch on the west side of Medicine Lake is closed.

**D. TAC Members – no comments**

- E. **Committees** - Budget meeting on Monday April 22
- F. **Legal Counsel** – no comments
- G. **Engineer** - no comments

**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. Met Council Water Resources Overview with Quotes from BCWMC
- E. 2018 River Watch Report
- F. River Watch Interactive Map

**8. ADJOURNMENT**

The meeting adjourned at 10:40 a.m.

\_\_\_\_\_  
Signature/Title                      Date

\_\_\_\_\_  
Signature/Title                      Date

DRAFT



Bassett Creek Watershed Management Commission General Account  
 General Fund (Administration) Financial Report  
 Fiscal Year: February 1, 2019 through January 31, 2020  
 MEETING DATE: May 16, 2019

Item 4B.  
 BCWMC 5-16-19  
 Full document  
 online

(DEDUCTED)

<b>BEGINNING BALANCE</b>	<b>9-Apr-19</b>		<b>761,710.97</b>
<b>ADD:</b>			
<b>General Fund Revenue:</b>			
Interest less Bank Fees		95.06	
<b>Assessments:</b>			
<b>2019 - Assessments</b>			
City of Minneapolis		35,805.00	
Three Rivers Park District	Reimb-Curly-leaf pond treatment	716.70	
<b>Permits:</b>			
WSB	BCWMC 2019-10	1,500.00	
Sambatek	BCWMC 2019-06	1,000.00	
City of Minneapolis	BCWMC 2019-12	1,500.00	
Reimbursed Construction Costs		48,685.73	
	<b>Total Revenue and Transfers In</b>		<b>89,302.49</b>
<b>DEDUCT:</b>			
<b>Checks:</b>			
3186 Barr Engineering	April Engineering	49,368.38	
3187 Kennedy & Graven	March Legal	1,014.90	
3188 Keystone Waters	April Admin	7,510.03	
3189 Lawn Chair Gardener	April Admin Services	1,398.70	
3190 Triple D Espresso	May Mtg	111.75	
3191 Wenck Associates	April WOMP	904.14	
3192 MMKR	Audit Services	8,000.00	
3193 Clint Carlson	Land Summit Registratic	89.00	
3194 Michael Scanlan	Water Summit Registrat	160.00	
3195 City of Golden Valley	Schaper Pond Diversion	41,206.73	
	<b>Total Checks/Deductions</b>		<b>109,763.63</b>
<b>ENDING BALANCE</b>	<b>8-May-19</b>		<b>741,249.83</b>

Bassett Creek Watershed Management Commission General Account

General Fund (Administration) Financial Report

(UNAUDITED)

Fiscal Year: February 1, 2019 through January 31, 2020

MEETING DATE: May 16, 2019

	2019/2020 BUDGET	CURRENT MONTH	YTD 2019/2020	BALANCE
<b>OTHER GENERAL FUND REVENUE</b>				
ASSESSMENTS TO CITIES	529,850	35,805.00	481,689.00	48,161.00
PROJECT REVIEW FEES	60,000	4,000.00	12,500.00	47,500.00
WOMP REIMBURSEMENT	5,000		4,500.00	500.00
METROPOLITAN COUNCIL - LRT			0.00	
METRO BLOOMS - MET COUNCIL GRANT			1,000.00	
HENNEPIN COUNTY GRANT-AIS PREVENTION GRANT			0.00	
TRANSFERS FROM LONG TERM FUND & CIP	76,000		0.00	76,000.00
<b>REVENUE TOTAL</b>	<b>670,850</b>	<b>39,805.00</b>	<b>499,689.00</b>	<b>172,161.00</b>
<b>EXPENDITURES</b>				
<b>ENGINEERING &amp; MONITORING</b>				
TECHNICAL SERVICES	130,000	14,102.00	29,841.00	100,159.00
DEV/PROJECT REVIEWS	80,000	9,546.00	21,976.15	58,023.85
NON-FEE/PRELIM REVIEWS	15,000	1,444.00	10,445.50	4,554.50
COMMISSION AND TAC MEETINGS	12,000	595.00	3,782.48	8,217.52
SURVEYS & STUDIES	20,000	2,677.46	2,677.46	17,322.54
WATER QUALITY/MONITORING	78,000	11,579.42	20,418.49	57,581.51
WATER QUANTITY	10,000	655.00	2,264.22	7,735.78
WATERSHED INSPECTIONS -EROSION CONTROL	0	0.00	0.00	0.00
ANNUAL FLOOD CONTROL INSPECTIONS	48,000	97.50	1,560.00	46,440.00
REVIEW MUNICIPAL PLANS	4,000	0.00	1,750.00	2,250.00
WOMP	20,500	904.14	3,960.84	16,539.16
XP-SWMM MODEL UPDATES/REVIEWS	0	0.00	0.00	0.00
APM / AIS WORK	32,000	0.00	2,105.00	29,895.00
<b>ENGINEERING &amp; MONITORING TOTAL</b>	<b>449,500</b>	<b>41,600.52</b>	<b>100,781.14</b>	<b>348,718.86</b>
<b>PLANNING</b>				
Next Generation Plan Development	12,000	0.00	0.00	12,000.00
<b>MAINTENANCE FUNDS TOTAL</b>	<b>12,000</b>	<b>0.00</b>	<b>0.00</b>	<b>12,000.00</b>
<b>ADMINISTRATION</b>				
ADMINISTRATOR	69,200	6,894.00	18,144.00	51,056.00
LEGAL COSTS	17,000	1,014.90	2,627.30	14,372.70
AUDIT, INSURANCE & BONDING	18,000	8,000.00	8,100.00	9,900.00
FINANCIAL MANAGEMENT	3,500	0.00	0.00	3,500.00
MEETING EXPENSES	1,500	111.75	447.00	1,053.00
ADMINISTRATIVE SERVICES	15,000	1,563.23	4,539.56	10,460.44
<b>ADMINISTRATION TOTAL</b>	<b>124,200</b>	<b>17,583.88</b>	<b>33,857.86</b>	<b>90,342.14</b>
<b>OUTREACH &amp; EDUCATION</b>				
PUBLICATIONS/ANNUAL REPORT	1,300	1,193.00	1,263.00	37.00
WEBSITE	3,000	0.00	0.00	3,000.00
PUBLIC COMMUNICATIONS	1,000	0.00	0.00	1,000.00
EDUCATION AND PUBLIC OUTREACH	25,000	700.50	6,769.24	18,230.76
WATERSHED EDUCATION PARTNERSHIPS	15,850	0.00	4,350.00	11,500.00
<b>OUTREACH &amp; EDUCATION TOTAL</b>	<b>46,150</b>	<b>1,893.50</b>	<b>12,382.24</b>	<b>33,767.76</b>
<b>MAINTENANCE FUNDS</b>				
EROSION/SEDIMENT (CHANNEL MAINT)	25,000	0.00	0.00	25,000.00
LONG TERM MAINTENANCE (moved to CF)	25,000	0.00	0.00	25,000.00
<b>MAINTENANCE FUNDS TOTAL</b>	<b>50,000</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>
<b>TMDL WORK</b>				
TMDL IMPLEMENTATION REPORTING	10,000	0.00	0.00	10,000.00
<b>TMDL WORK TOTAL</b>	<b>10,000</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>
<b>TOTAL EXPENSES</b>	<b>691,850</b>	<b>61,077.90</b>	<b>147,021.24</b>	<b>544,828.76</b>



BCWMC Construction Account  
 Fiscal Year: February 1, 2018 through January 31, 2020  
 May 2019 Financial Report

(UNAUDITED)

Cash Balance 04/09/2019		1,059,592.56	
<b>Cash</b>	Total Cash		1,059,592.56
<b>Investments:</b>			
	Minnesota Municipal Money Market (4M Fund)	2,500,000.00	
	2018-19 Dividends	44,653.88	
	2019-20 Dividends	4,661.00	
	Dividends-Current	4,514.40	
	Total Investments		<u>2,553,829.28</u>
	<b>Total Cash &amp; Investments</b>		3,613,421.84
<b>Add:</b>			
	Interest Revenue (Bank Charges)	261.67	
	<b>Total Revenue</b>		<u>261.67</u>
<b>Less:</b>			
	CIP Projects Levied - Current Expenses - TABLE A	(41,289.23)	
	Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B	(5,335.50)	
	<b>Total Current Expenses</b>		(46,624.73)
	<b>Total Cash &amp; Investments On Hand</b>	<b>05/08/19</b>	<u><u>3,567,058.78</u></u>

Total Cash & Investments On Hand	3,567,058.78
Current Anticipated Levy -2019 (July 19/Dec 19/Jan 20)	1,436,000.00
CIP Projects Levied - Budget Remaining - <b>TABLE A</b>	(4,639,837.10)
<b>Closed Projects Remaining Balance</b>	<b>363,221.68</b>
2012 - 2017 Anticipated Tax Levy Revenue - <b>TABLE C</b>	7,045.36
2018 Anticipated Tax Levy Revenue - TABLE C	10,316.57
<b>Anticipated Closed Project Balance</b>	<b>380,583.61</b>
Proposed & Future CIP Project Amount to be Levied - <b>TABLE B</b>	0.00

TABLE A - CIP PROJECTS LEVIED							
	Approved Budget	Current Expenses	2019 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget		Grant Funds Received
Lakeview Park Pond (ML-8) (2013)	196,000	0.00	0.00	11,589.50	184,410.50		
Four Seasons Mall Area Water Quality Proj (NL-2)	990,000	0.00	0.00	162,907.34	827,092.66		
<b>2014</b>							
Schaper Pond Enhance Feasibility/Project (SL-1)(SL-3)	612,000	41,289.23	43,808.53	419,863.39	192,136.61		
Briarwood / Dawnview Nature Area (BC-7)	250,000	0.00	0.00	250,000.00	0.00		
Twin Lake Alum Treatment Project (TW-2)	163,000	0.00	0.00	91,037.82	71,962.18		
<b>2015</b>							
Main Stem 10th to Duluth (CR2015)      Close Project	1,503,000	0.00	114,601.05	1,118,347.29			
<b>2016</b>							
Northwood Lake Pond (NL-1) <sup>2</sup>	822,140						
Budget Amendment	<u>611,600</u>	1,433,740	0.00	0.00	1,447,143.38	(13,403.38)	700,000
<b>2017</b>							
Main Stem Cedar Lk Rd-Dupont (2017CR-M)      2017 Levy	400,000	1,064,472	0.00	0.00	132,029.25	932,442.75	
2018 Levy	664,472						
Plymouth Creek Restoration (2017 CR-P)      2017 Levy	580,930	863,573	0.00	0.00	594,690.16	268,882.84	200,000
2018 Levy	282,643						
<b>2018</b>							
Bassett Creek Park & Winnetka Ponds Dredging (BCP-2)	1,000,000	0.00	0.00	132,812.80	867,187.20		
<b>2019</b>							
Decola Ponds B&C Improvement(BC-2,BC-3,BC-8)	1,031,500	0.00	0.00	85,810.06	945,689.94		34,287
Westwood Lake Water Quality Improvement Project(Feasibility)	404,500	0.00	0.00	41,064.20	363,435.80		
	<u>9,511,785</u>	<u>41,289.23</u>	<u>158,409.58</u>	<u>4,487,295.19</u>	<u>4,639,837.10</u>		

**TABLE B - PROPOSED & FUTURE CIP PROJECTS TO BE LEVIED**

	Approved Budget - To Be Levied	Current Expenses	2019 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
<b>2020</b>					
Bryn Mawr Meadows (BC-5)	0	887.00	887.00	96,390.56	(96,390.56)
Jevne Park Stormwater Mgmt Feasibility (ML-21)	0	3,556.50	12,853.46	43,307.75	(43,307.75)
Crane Lake Improvement Proj (CL-3)	0	892.00	4,492.50	9,654.85	(9,654.85)
2020 Project Totals	0	5,335.50	18,232.96	149,353.16	(149,353.16)
Total Proposed & Future CIP Projects to be Levied	<b>0</b>	<b>5,335.50</b>	<b>18,232.96</b>	<b>149,353.16</b>	<b>(149,353.16)</b>

**BCWMC Construction Account**

Fiscal Year: February 1, 2018 through January 31, 2020

May 2019 Financial Report

(UNAUDITED)

**TABLE C - TAX LEVY REVENUES**

	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance to be Collected	BCWMO Levy
2019 Tax Levy	1,436,000.00		1,436,000.00		0.00	0.00	1,436,000.00	1,436,000.00
2018 Tax Levy	1,346,815.00		1,346,815.00		1,336,498.43	1,336,498.43	10,316.57	947,115.00
2017 Tax Levy	1,303,600.00	(10,691.48)	1,292,908.52		(1,377.77)	1,289,759.63	3,148.89	1,303,600.00
2016 Tax Levy	1,222,000.00	(9,526.79)	1,212,473.21		(1,390.89)	1,209,824.67	2,648.54	1,222,000.00
2015 Tax Levy	1,000,000.00	32.19	1,000,032.19		306.34	999,238.04	794.15	1,000,000.00
2014 Tax Levy	895,000.00	(8,533.75)	886,466.25		152.14	885,788.66	677.59	895,000.00
2013 Tax Levy	986,000.00	(10,510.52)	975,489.48		756.95	975,713.29	(223.81)	986,000.00
				<b>0.00</b>			<b>1,453,361.93</b>	

**OTHER PROJECTS:**

	Approved Budget	Current Expenses / (Revenue)	2019 YTD Expenses / (Revenue)	INCEPTION To Date Expenses / (Revenue)	Remaining Budget
<b>TMDL Studies</b>					
TMDL Studies	135,000.00	0.00	0.00	107,765.15	27,234.85
TOTAL TMDL Studies	135,000.00	0.00	0.00	107,765.15	27,234.85
<b>Flood Control Long-Term</b>					
Flood Control Long-Term Maintenance	694,573.00	2,061.00	23,649.00	365,099.41	
Less: State of MN - DNR Grants			0.00	(97,542.00)	
	694,573.00	2,061.00	23,649.00	267,557.41	427,015.59
<b>Annual Flood Control Projects:</b>					
Flood Control Emergency Maintenance	500,000.00	0.00	0.00	0.00	500,000.00
<b>Annual Water Quality</b>					
Channel Maintenance Fund	400,000.00	0.00	0.00	255,619.60	144,380.40
<b>Metro Blooms Harrison Neighborhood CWF Grant Project</b>					
BWSR Grant	134,595.00	0.00	0.00	23,876.84	110,718.16
	134,595.00	0.00	0.00	(67,298.00)	(67,298.00)
	134,595.00	0.00	0.00	(43,421.16)	
Total Other Projects	1,864,168.00	2,061.00	23,649.00	520,223.00	1,142,051.00

May 2, 2019

To the Board of Commissioners and Management  
Bassett Creek Watershed Management Commission

The following is a summary of our audit work, key conclusions, and other information that we consider important or that is required to be communicated to the Board of Commissioners, administration, or those charged with governance of the Bassett Creek Watershed Management Commission (the Commission).

**OUR RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA AND *GOVERNMENT AUDITING STANDARDS***

We have audited the financial statements of the governmental activities and each major fund of the Commission as of and for the year ended January 31, 2019. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information to you verbally and in our audit engagement letter. Professional standards also require that we communicate to you the following information related to our audit.

**PLANNED SCOPE AND TIMING OF THE AUDIT**

We performed the audit according to the planned scope and timing previously discussed and coordinated in order to obtain sufficient audit evidence and complete an effective audit.

**AUDIT OPINION AND FINDINGS**

Based on our audit of the Commission's financial statements for the year ended January 31, 2019:

- We have issued an unmodified opinion on the Commission's financial statements. The Commission has elected not to present management's discussion and analysis, which accounting principles generally accepted in the United States of America have determined necessary to supplement, although not required to be a part of, the basic financial statements. Our opinion on the Commission's basic financial statements is not affected by this missing information.
- We reported no deficiencies in the Commission's internal control over financial reporting that we considered to be material weaknesses.
- The results of our testing disclosed no instances of noncompliance required to be reported under *Government Auditing Standards*.
- We reported no findings based on our testing of the Commission's compliance with Minnesota laws and regulations.

### **SIGNIFICANT ACCOUNTING POLICIES**

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Commission are described in Note 1 of the notes to basic financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the year.

We noted no transactions entered into by the Commission during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

### **ACCOUNTING ESTIMATES AND MANAGEMENT JUDGMENTS**

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

We evaluated the key factors and assumptions used to develop these accounting estimates in determining that they are reasonable in relation to the basic financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

### **CORRECTED AND UNCORRECTED MISSTATEMENTS**

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no misstatements detected as a result of audit procedures that were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

### **DIFFICULTIES ENCOUNTERED IN PERFORMING THE AUDIT**

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### **DISAGREEMENTS WITH MANAGEMENT**

For purposes of this report, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### **MANAGEMENT REPRESENTATIONS**

We have requested certain representations from management that are included in the management representation letter dated May 2, 2019.

#### **MANAGEMENT CONSULTATIONS WITH OTHER INDEPENDENT ACCOUNTANTS**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the Commission’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no consultations with other accountants.

#### **OTHER AUDIT FINDINGS OR ISSUES**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Commission’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

#### **OTHER MATTERS**

We were not engaged to report on the introductory section, which accompanies the financial statements but is not required supplementary information. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

#### **CLOSING**

We would be pleased to further discuss any of the information contained in this report or any other concerns that you would like us to address. We would also like to express our thanks for the courtesy and assistance extended to us during the course of our audit.

The purpose of this report is solely to provide those charged with governance of the Commission, management, and those who have responsibility for oversight of the financial reporting process required communications related to our audit process. Accordingly, this report is not suitable for any other purpose.

*Malloy, Montague, Karnowski, Radosevich & Co., P. A.*

Minneapolis, Minnesota  
May 2, 2019

**BASSETT CREEK WATERSHED  
MANAGEMENT COMMISSION**

**Financial Statements and  
Supplemental Information**

**Year Ended  
January 31, 2019**

BASSETT CREEK WATERSHED  
MANAGEMENT COMMISSION

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BASSETT CREEK WATERSHED  
MANAGEMENT COMMISSION

Statement of Net Position  
as of January 31, 2019  
(With Partial Comparative Information as of January 31, 2018)

	Governmental Activities	
	2019	2018
Assets		
Cash and temporary investments	\$ 5,447,755	\$ 5,567,305
Delinquent taxes receivable	7,797	5,537
Due from other governments	177,166	36,541
Prepays	2,958	2,898
Total assets	\$ 5,635,676	\$ 5,612,281
Liabilities		
Accounts payable	\$ 187,432	\$ 71,145
Unearned revenue	281,760	462,495
Total liabilities	469,192	533,640
Net position		
Restricted for watershed improvements	4,786,348	4,710,196
Unrestricted	380,136	368,445
Total net position	5,166,484	5,078,641
Total liabilities and net position	\$ 5,635,676	\$ 5,612,281



BASSETT CREEK WATERSHED  
MANAGEMENT COMMISSION

Statement of Activities  
Year Ended January 31, 2019  
(With Partial Comparative Information for the Year Ended January 31, 2018)

	Governmental Activities	
	2019	2018
Expenses		
Watershed management		
Administration	\$ 586,206	\$ 638,444
Improvement projects	1,664,855	416,625
Total expenses	2,251,061	1,055,069
Program revenues		
Watershed management		
Charges for services – member assessments	515,050	500,001
Charges for services – permit fees	53,000	73,700
Capital grants and contributions	388,980	223,422
Total program revenues	957,030	797,123
Net program revenue (expense)	(1,294,031)	(257,946)
General revenues		
Property taxes	1,337,205	1,286,450
Unrestricted state aids	2	2
Investment earnings	44,343	8,052
Other	324	4,588
Total general revenues	1,381,874	1,299,092
Change in net position	87,843	1,041,146
Net position		
Beginning of year	5,078,641	4,037,495
End of year	\$ 5,166,484	\$ 5,078,641

BASSETT CREEK WATERSHED  
MANAGEMENT COMMISSION

Balance Sheet  
Governmental Funds  
as of January 31, 2019  
(With Partial Comparative Information as of January 31, 2018)

	General Fund	Improvement Capital Projects Fund	Total Governmental Funds	
			2019	2018
<b>Assets</b>				
Cash and temporary investments	\$ 631,480	\$ 4,816,275	\$ 5,447,755	\$ 5,567,305
Delinquent taxes receivable	–	7,797	7,797	5,537
Due from other governments	1,000	176,166	177,166	36,541
Prepays	2,958	–	2,958	2,898
<b>Total assets</b>	<b>\$ 635,438</b>	<b>\$ 5,000,238</b>	<b>\$ 5,635,676</b>	<b>\$ 5,612,281</b>
<b>Liabilities</b>				
Accounts payable	\$ 51,250	\$ 136,182	\$ 187,432	\$ 71,145
Unearned revenue	204,052	77,708	281,760	462,495
<b>Total liabilities</b>	<b>255,302</b>	<b>213,890</b>	<b>469,192</b>	<b>533,640</b>
<b>Deferred inflows of resources</b>				
Unavailable revenue – property taxes	–	7,797	7,797	5,537
<b>Fund balances</b>				
Nonspendable for prepaids	2,958	–	2,958	2,898
Restricted for watershed improvements	–	4,778,551	4,778,551	4,704,659
Assigned for SWLRT and METRO blue line extension	21,000	–	21,000	21,000
Unassigned	356,178	–	356,178	344,547
<b>Total fund balances</b>	<b>380,136</b>	<b>4,778,551</b>	<b>5,158,687</b>	<b>5,073,104</b>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<b>\$ 635,438</b>	<b>\$ 5,000,238</b>	<b>\$ 5,635,676</b>	<b>\$ 5,612,281</b>

Amounts reported for governmental activities in the Statement of Net Position are different because:

Fund balances – governmental funds	\$ 5,158,687	\$ 5,073,104
Certain revenues (including delinquent taxes) are included in net position, but are excluded from fund balances until they are available to liquidate liabilities of the current period.	7,797	5,537
<b>Net position of governmental activities</b>	<b>\$ 5,166,484</b>	<b>\$ 5,078,641</b>

BASSETT CREEK WATERSHED  
MANAGEMENT COMMISSION

Statement of Revenue, Expenditures, and Changes in Fund Balances  
Governmental Funds  
Year Ended January 31, 2019  
(With Partial Comparative Information for the Year Ended January 31, 2018)

	General Fund	Improvement Capital Projects Fund	Total Governmental Funds	
			2019	2018
<b>Revenue</b>				
Member contributions	\$ 515,050	\$ –	\$ 515,050	\$ 500,001
Permit fees	53,000	–	53,000	73,700
Property taxes	–	1,334,945	1,334,945	1,290,327
Intergovernmental	34,377	354,605	388,982	223,424
Investment earnings	926	43,417	44,343	8,052
Miscellaneous	324	–	324	4,588
Total revenue	603,677	1,732,967	2,336,644	2,100,092
<b>Expenditures</b>				
<b>Current</b>				
Engineering	423,232	–	423,232	391,011
Legal	13,313	–	13,313	16,249
Professional services	17,588	–	17,588	16,216
Administrative services	74,194	–	74,194	73,905
Public relations and outreach	20,089	–	20,089	23,092
Financial management	3,200	–	3,200	3,319
Education	32,039	–	32,039	112,113
Miscellaneous	1,599	952	2,551	2,539
<b>Capital outlay</b>				
Improvement projects	4,668	1,660,187	1,664,855	416,625
Total expenditures	589,922	1,661,139	2,251,061	1,055,069
Excess of revenue over expenditures	13,755	71,828	85,583	1,045,023
<b>Other financing sources (uses)</b>				
Transfers in	26,936	29,000	55,936	68,272
Transfers (out)	(29,000)	(26,936)	(55,936)	(68,272)
Total other financing sources (uses)	(2,064)	2,064	–	–
Net change in fund balances	11,691	73,892	85,583	1,045,023
<b>Fund balances</b>				
Beginning of year	368,445	4,704,659	5,073,104	4,028,081
End of year	\$ 380,136	\$ 4,778,551	\$ 5,158,687	\$ 5,073,104

Amounts reported for governmental activities in the Statement of Activities are different because:

Net change in fund balances – governmental funds	\$ 85,583	\$ 1,045,023
Certain revenues (including delinquent taxes) are included in net position, but are excluded from fund balances until they are available to liquidate liabilities of the current period.	2,260	(3,877)
Change in net position of governmental activities	\$ 87,843	\$ 1,041,146

BASSETT CREEK WATERSHED  
MANAGEMENT COMMISSION

Statement of Revenue, Expenditures, and Changes in Fund Balances  
Budget and Actual  
General Fund  
Year Ended January 31, 2019

	<u>Original and Final Budget</u>	<u>Actual</u>	<u>Over (Under) Budget</u>
Revenue			
Member contributions	\$ 515,050	\$ 515,050	\$ -
Permit fees	55,000	53,000	(2,000)
Intergovernmental	5,000	34,377	29,377
Investment earnings	-	926	926
Miscellaneous	-	324	324
Total revenue	<u>575,050</u>	<u>603,677</u>	<u>28,627</u>
Expenditures			
Current			
Engineering	420,000	423,232	3,232
Legal	17,000	13,313	(3,687)
Professional services	15,500	17,588	2,088
Administrative services	82,200	74,194	(8,006)
Public relations and outreach	28,700	20,089	(8,611)
Financial management	3,200	3,200	-
Education	35,850	32,039	(3,811)
Miscellaneous	1,600	1,599	(1)
Capital outlay			
Improvement projects	10,000	4,668	(5,332)
Total expenditures	<u>614,050</u>	<u>589,922</u>	<u>(24,128)</u>
Excess (deficiency) of revenue over expenditures	(39,000)	13,755	52,755
Other financing sources (uses)			
Transfers in	75,000	26,936	(48,064)
Transfers (out)	(50,000)	(29,000)	21,000
Total other financing sources (uses)	<u>25,000</u>	<u>(2,064)</u>	<u>(27,064)</u>
Net change in fund balances	<u>\$ (14,000)</u>	11,691	<u>\$ 25,691</u>
Fund balances			
Beginning of year		<u>368,445</u>	
End of year		<u>\$ 380,136</u>	

# Bassett Creek Watershed Management Commission



## 2018 Annual Report

Crystal • Golden Valley • Medicine Lake • Minneapolis  
Minnetonka • New Hope • Plymouth • Robbinsdale • St. Louis Park



May 2019

# **Bassett Creek Watershed Management Commission 2018 Annual Report**

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## **List of Appendices**

Appendix A	2018 Financial Information
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Appendix C	2018 Resolutions
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Cover photo: Main Stem Bassett Creek in Golden Valley, 2 years after restoration project

# Bassett Creek Watershed Management Commission

Executive Summary: 2018 Annual Report



## 2018 Activities & Achievements

The BCWMC worked on the following activities in 2018 in order to fulfill its mission:  
*Stewardship of Water Resources to Protect and Enhance Our Communities.*

### Major Projects (Capital Improvement Program)

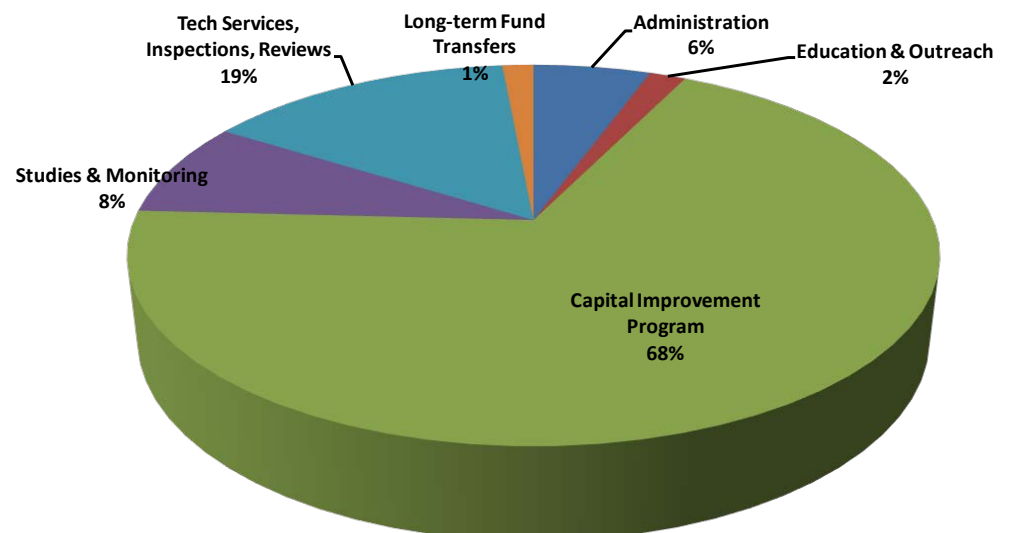
The BCWMC continued to implement its capital improvements program. Information on all BCWMC projects (completed, on-going, and proposed) can be found at [www.bassettcreekwmo.org](http://www.bassettcreekwmo.org).



- **Plymouth Creek Restoration Project in Plymouth.** Construction of this project was completed in 2018 including the repair of eroding streambanks and establishment vegetation along Plymouth Creek in Plymouth Creek Park and downstream of Fernbrook Ave. The project received grant funds from Hennepin County and a Clean Water Fund Grant from the MN Board of Water and Soil Resources.
- **Winnetka Pond Dredging Project in Crystal.** Project designs were completed for this project that will remove of 18,400 cubic yards of sediment from the pond, increase flood storage, reduce sediment and phosphorus entering the North Branch of Bassett Creek (estimated 51.7 lbs of total phosphorus and 1,823 lbs of total suspended solids annually), and will improve habitat for wildlife and pollinators with a native buffer and goose management. Construction was completed in early 2019 and the vegetated buffer will be established throughout the 2019 growing season.
- **Westwood Lake Improvement Project in St. Louis Park.** Project designs for this project were completed in 2018. This project is part of a much larger reconstruction of the Westwood Hills Nature Center, a 160-acre park located in St. Louis Park. As part of the city's reconstruction project, the BCWMC will install a linear water feature that captures and treats roof runoff, will design and install an educational sign, and incorporate additional educational features.

### Budget

In FY 2018, the BCWMC spent approximately \$618,670 on activities and programs and \$1.66 million on capital projects. BCWMC income included \$515,050 from member cities, \$125,000 in grants and reimbursements, and \$53,000 in development review fees. Another \$1.346 million was collected through a Hennepin County tax levy on watershed residents for the capital projects. For an itemization or more information on the BCWMC's 2018 expenditures, see the Year End Financial Report in Appendix A or the financial audit online.



2018 BCWMC Expenditures

## Water Monitoring Activities

The BCWMC assessed the health of its lakes and streams through various monitoring activities including:

- Assessed the health of Parkers and Westwood Lakes by collecting data on water quality, plankton, and aquatic plants (Appendix B)
- Participated in Metropolitan Council Environmental Services' Citizen-Assisted Monitoring Program (CAMP) for seven lakes with the help of volunteers
- Performed continuous stream monitoring on Bassett Creek at the Watershed Outlet Monitoring program coordinated by the Metropolitan Council Environmental Services

Find information about all the major BCWMC lakes & streams at:  
[www.bassetcreekwmo.org](http://www.bassetcreekwmo.org)

*The Bassett Creek Watershed Management Commission (BCWMC) is governed by a board composed of representatives from each of the nine member cities: Crystal Golden Valley Medicine Lake Minneapolis Minnetonka New Hope Plymouth St. Louis Park and Robbinsdale. Representatives are appointed by their cities and serve three-year terms.*



## Education & Outreach Activities

- Continued partnering with Metro Blooms on the Harrison Neighborhood Project to engage residents, train youth, and install water quality practices in Minneapolis' Near North neighborhood. Completed the initial project funded by a Met Council grant and continued with Clean Water grant funded project.
- Participated with the West Metro Water Alliance, a consortium of watershed organizations and other partners that collaborate on education programming including programs in 4<sup>th</sup> grade classrooms, and promotion of the "Pledge to Plant" campaign.
- Provided watershed education to the public at the Golden Valley Arts and Music Festival.
- Provided watershed map, salt dispenser cups, and dog waste bag dispensers at watershed education events.
- Provided financial support to Metro Watershed Partners for their "Clean Water MN" media campaign, and the Children's Water Festival.
- Provided funding for Commissioner education for conference registrations.
- Provided funding for the Hennepin County's River Watch - a program for high school students to collect benthic invertebrates to determine stream health.
- Hosted "Level I Winter Maintenance for Roads Workshop" for fifteen city staff, private applicators, and parks district staff. Most participants took an exam to become certified in level one "smart salting."
- Designed, had fabricated and installed Bassett Creek signs at creek crossings in Golden Valley.
- Received Hennepin County AIS Prevention Grant and partnered with Three Rivers Park District to purchase decontamination unit for Medicine Lake to prevent the spread of zebra mussels.
- Engaged local leaders from five lake groups in a facilitated conversation about options for organizing and collaborating.





## Memorandum

**To:** Bassett Creek Watershed Management Commission (BCWMC)  
**From:** Barr Engineering Co. (Barr)  
**Subject:** Item 4F – Ridgedale Drive Improvements – Minnetonka, MN  
BCWMC May 16, 2019 Meeting Agenda  
**Date:** May 3, 2019  
**Project:** 23270051 2019 2187

### 4F Ridgedale Drive Improvements – Minnetonka, MN BCWMC 2019-10

#### Summary:

**Proposed Work:** Street reconstruction

**Basis for Review at Commission Meeting:** Linear project with more than 5 acres of disturbance

**Impervious Surface Area:** Decrease 0.10 acres

**Recommendation:** Approval

#### General Background & Comments

The proposed linear project is located along Ridgedale Drive from Plymouth Road to Wayzata Boulevard in Minnetonka. The proposed linear project is primarily located in the Crane Lake subwatershed, but a portion of the project, near the intersection of Ridgedale Drive and Plymouth Road, extends into the Minnehaha Creek Watershed District. The proposed linear project includes the reconstruction of Ridgedale Drive, water main replacement, storm sewer upgrades, and water quality improvement features resulting in 14.24 acres of grading (disturbance). The proposed project creates 8.84 acres of reconstructed impervious surfaces and results in a net decrease of impervious surfaces of 0.10 acres, from 8.94 acres (existing) to 8.84 acres (proposed).

#### Capital Improvement Program (CIP) Project CL-3

Water quality improvements as part of the proposed linear project are included as Project CL-3 in Table 5-3: *BCWMC 2015-2025 capital improvement program (CIP)* in the BCWMC Watershed Management Plan. The City of Minnetonka completed a feasibility study for the CIP project in March 2019 and the Commission approved the feasibility study at their March 21, 2019 meeting. The BCWMC Engineer's review of 90% plans will be performed and summarized in a separate memorandum.

#### Floodplain

The proposed project does not involve work in the BCWMC 100-year floodplain; therefore, BCWMC floodplain review is not required.

## **Wetlands**

The City of Minnetonka is the local government unit (LGU) responsible for administering the Wetland Conservation Act; therefore, BCWMC wetland review is not required.

## **Stormwater Management**

The proposed linear project does not create one or more acres of net new impervious surfaces and therefore does not trigger the BCWMC requirements for rate control. The drainage patterns under existing and proposed conditions will remain similar; this project will not result in major changes to land use or topography.

## **Water Quality Management**

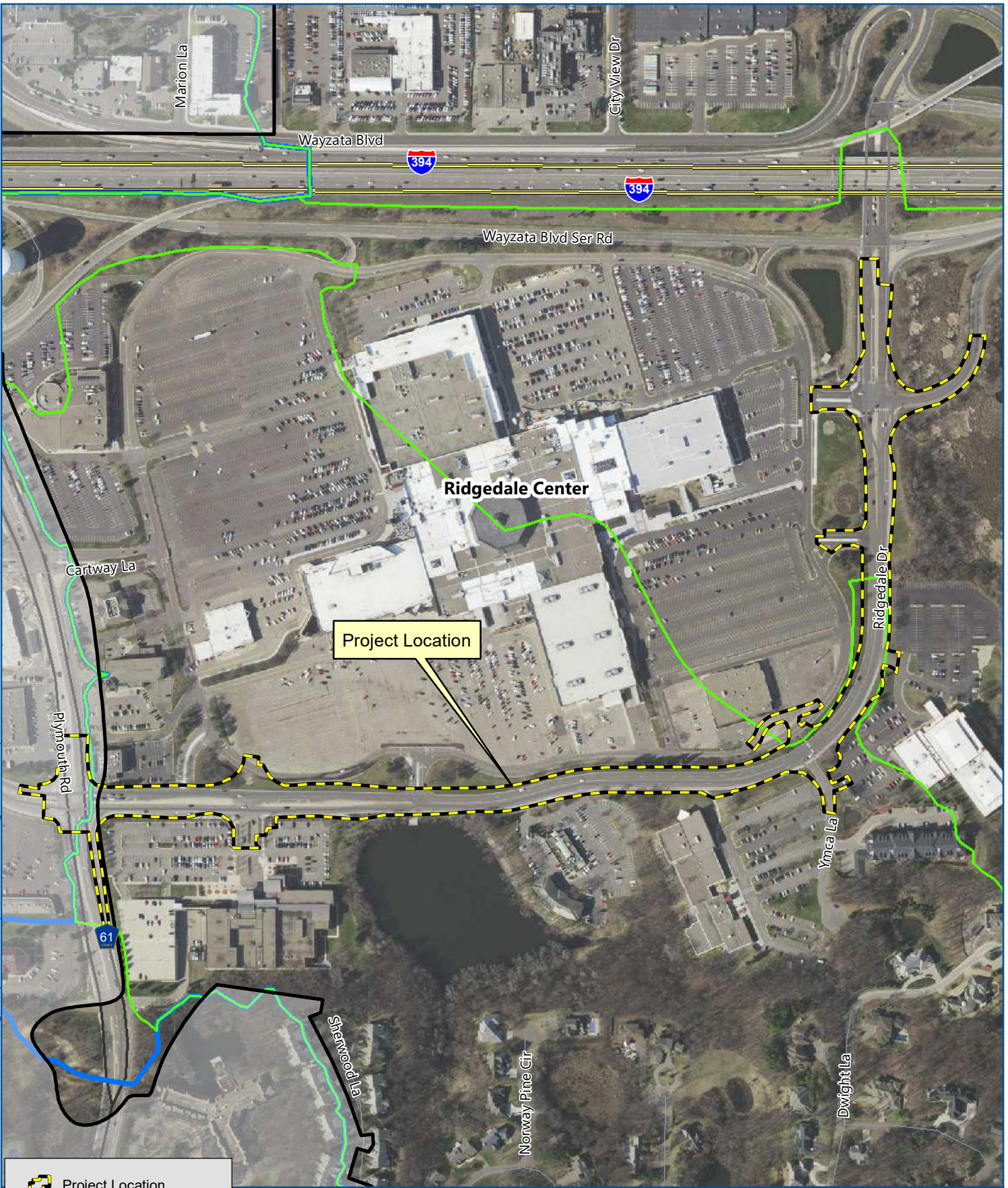
The proposed linear project does not create one or more acres of net new impervious surfaces and therefore does not trigger the BCWMC requirements for water quality treatment. As noted, the proposed water quality improvements will be reviewed as part of the CIP project.

## **Erosion and Sediment Control**

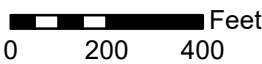
The proposed linear project creates more than one acre of land disturbance, therefore the project was submitted for erosion and sediment control review. Proposed temporary erosion and sediment control features include silt fence, stabilized construction exits, rapid stabilization, and inlet protection. Permanent erosion and sediment control features include riprap, seed, mulch, and erosion control blanket.

## **Recommendation**

Approval.



- Project Location
- Municipality
- BCWMC Legal Boundary
- Major Subwatershed
- BCWMC Hydrologic Boundary
- Bassett Creek



BCWMC #2019-10  
 RIDGEDALE DRIVE  
 IMPROVEMENTS

**LOCATION MAP**



Item 4G.  
BCWMC 5-16-19  
Full document online



7800 Golden Valley Road  
Golden Valley, MN 55427

May 7, 2019

Laura Jester, Administrator  
Bassett Creek Watershed Management Commission  
16145 Hillcrest Lane  
Eden Prairie, MN 55356

Subject: Schaper Pond Diversion Project (City Project No. 13-28)  
2nd Request for Reimbursement

Per the terms of the Cooperative Agreement for the Schaper Pond Diversion Project, the City of Golden Valley is requesting its second reimbursement for expenses incurred. The amount requested is **\$41,206.73**.

Enclosed please find documentation for the following expenses:

Professional Services (January 2016 to date)	\$ 18,929.10
<u>Construction Contract (Pay vouchers 2 and 3)</u>	<u>\$ 22,277.63</u>
Reimbursement Request 2	\$ 41,206.73

Following is a summary of all reimbursement requests for this project:

Reimbursement 1 (April 2016)	\$ 213,668.55 PAID
<u>Reimbursement 2 (May 2019)</u>	<u>\$ 41,206.73</u>
Total	\$ 254,875.28

Reimbursement to the City should be sent to:

Engineering Department  
City of Golden Valley  
7800 Golden Valley Road  
Golden Valley, MN 55417

G:\PROJECTS\Schaper Pond Diversion Project (BCWMC) (13-28)\Corres\2nd Reimbursement Request.doc

The construction phase of the Schaper Pond Diversion Project is complete. Thank you again for your continued support of this project. If you have any questions, please contact Drew Chirpich at 763-593-8044.

Sincerely,

A handwritten signature in blue ink, appearing to read "Eric Eckman", with a long horizontal flourish extending to the right.

Eric Eckman  
Development and Assets Supervisor

Enclosures

C: Jeff Oliver P.E., City Engineer  
Sue Virnig, Finance Director



**Remit To:**  
 CITY OF GOLDEN VALLEY  
 7800 GOLDEN VALLEY RD  
 GOLDEN VALLEY MN 55427

7800 Golden Valley Road  
 Golden Valley, MN 55427

**INVOICE**

9005

**Billing Address:** 116776  
 BASSETT CREEK WATERSHED MGMT COMMISSION  
 7800 GOLDEN VALLEY RD  
 GOLDEN VALLEY MN 55427

**Invoice Date** 5/8/2019

**Due Date** 5/8/2019

Page: 1

Item	Remark	Amount
001	SCHAPER POND DIVERSION-FINAL	41,206.73
	<b>Total Amount Invoiced</b>	41,206.73
	<b>Tax Amount</b>	
	<b>Balance Due</b>	41,206.73

*Please return one copy with your payment.*



CITY OF GOLDEN VALLEY  
General Ledger Activity

7350 - Shaper Pond Diversion (SS-038)

Saturday, November 01, 2014 to Monday, May 06, 2019

Document Type	Document Number	GL Date	Object Account	Actual Amount	Invoice Number	Remark	Address Number	JE Explanation
<b>7350 - SHAPER POND DIVERSION (SS-038)</b>								
PV	117513	11/24/2014	6340 - PROFESSIONAL SERVICES	15,959.14	23271399.00-1	SEPT 2014-SERVICES	103701	BARR ENGINEERING
PV	117998	12/16/2014	6340 - PROFESSIONAL SERVICES	9,631.50	23271399.00-2	SCHAPER POND DESIGN #13-28	103701	BARR ENGINEERING
PV	118360	12/23/2014	6340 - PROFESSIONAL SERVICES	11,627.61	23271399.00-3	NOV 2014-SCHAPER POND	103701	BARR ENGINEERING
JE	55108	1/2/2015	6340 - PROFESSIONAL SERVICES	8,088.07		BARR ENG-INV 23271399.00-4	0	BARR ENG-INV 23271399.00-4
PV	119824	2/24/2015	6340 - PROFESSIONAL SERVICES	1,000.00	BURWAT0007782	SCHAPER POND	108511	MN DNR WATERS
PV	119824	3/3/2015	6340 - PROFESSIONAL SERVICES	1,000.00	BURWAT0007782	SCHAPER POND	108511	MN DNR WATERS
PV	120015	3/3/2015	6340 - PROFESSIONAL SERVICES	9,060.76	23271399.00-5	JANUARY SERV	103701	BARR ENGINEERING
PV	120176	3/10/2015	6340 - PROFESSIONAL SERVICES	1,000.00	2/13/15	V-SCHAPER POND PERMIT	108511	MN DNR WATERS
PV	120343	3/19/2015	6340 - PROFESSIONAL SERVICES	14,644.00	23271399.00-6	SCHAPER POND DESIGN	103701	BARR ENGINEERING
PV	121309	4/30/2015	6340 - PROFESSIONAL SERVICES	3,039.50	23271399.00-7	SCHAPER POND DESIGN & CONSTRU	103701	BARR ENGINEERING
PV	122026	5/27/2015	6340 - PROFESSIONAL SERVICES	6,378.50	23271399.00-8	SCHAPER POND DESIGN	103701	BARR ENGINEERING
PV	122703	6/10/2015	6340 - PROFESSIONAL SERVICES	320.23	742217046	SCHAPER POND IMPROVEMENTS	125462	FINANCE & COMMERCE INC
PV	123142	7/1/2015	6340 - PROFESSIONAL SERVICES	9,062.00	23271399.0-9	SCHAPER POND DESIGN	103701	BARR ENGINEERING
PV	123710	7/23/2015	6340 - PROFESSIONAL SERVICES	4,889.43	23271399.00-10	SCHAPER POND DESIGN	103701	BARR ENGINEERING
PV	124746	8/26/2015	6340 - PROFESSIONAL SERVICES	3,342.43	23271399.00-11	SCHAPER DESIGN & COORDINATION	103701	BARR ENGINEERING
PV	126717	11/12/2015	6340 - PROFESSIONAL SERVICES	1,788.50	23271399.00-12	SCHAPER POND DESIGN	103701	BARR ENGINEERING
PV	127064	11/30/2015	6340 - PROFESSIONAL SERVICES	4,062.50	23271399.00-13	SCHAPER POND OCT 15	103701	BARR ENGINEERING
PV	127960	12/31/2015	6340 - PROFESSIONAL SERVICES	9,505.13	23271399.00-14	NOV 15	103701	BARR ENGINEERING
PV	128511	12/31/2015	6340 - PROFESSIONAL SERVICES	11,245.38	23271399.00-15	DEC 15	103701	BARR ENGINEERING
PV	129227	3/7/2016	6340 - PROFESSIONAL SERVICES	1,139.00	23271399.00-16	JAN 2016-SERVICES	103701	BARR ENGINEERING
PV	129751	3/24/2016	6340 - PROFESSIONAL SERVICES	1,428.50	23271399.00-17	FEB 16	103701	BARR ENGINEERING
PV	130972	5/10/2016	6340 - PROFESSIONAL SERVICES	505.00	23271399.00-18	APR 16	103701	BARR ENGINEERING
PV	132160	6/20/2016	6340 - PROFESSIONAL SERVICES	604.00	23271399.00-19	SERVICES 4-16 / 5-13-2016	103701	BARR ENGINEERING
PV	134184	8/31/2016	6340 - PROFESSIONAL SERVICES	2,368.73	23271399.00-20	SCHAPER POND	103701	BARR ENGINEERING
PV	135092	10/11/2016	6340 - PROFESSIONAL SERVICES	2,948.23	23271399.00-21	SCHAPER POND DESIGN	103701	BARR ENGINEERING
PV	136185	11/23/2016	6340 - PROFESSIONAL SERVICES	4,949.00	23271399.00-22	SHAPER POND DESIGN	103701	BARR ENGINEERING
PV	136643	12/7/2016	6340 - PROFESSIONAL SERVICES	2,650.50	23271399.00-23	OCT 16	103701	BARR ENGINEERING
PV	137165	12/29/2016	6340 - PROFESSIONAL SERVICES	1,048.00	23271399.00-24	NOV 16	103701	BARR ENGINEERING
PV	137600	12/31/2016	6340 - PROFESSIONAL SERVICES	312.00	23271399.00-25	SCHAPER POND 13-28 11-26 12-30	103701	BARR ENGINEERING
PV	140718	5/18/2017	6340 - PROFESSIONAL SERVICES	954.09	23271399.00-26	APRIL CONSTRUCTION SERRVICES	103701	BARR ENGINEERING
PV	141977	7/9/2017	6340 - PROFESSIONAL SERVICES	1,088.00	23271399.00 - 27	JUNE SERVICES	103701	BARR ENGINEERING
PV	142400	7/20/2017	6340 - PROFESSIONAL SERVICES	73.05	10147579	TIRE TUBES FOR SCHAPER POND	113089	SUBURBAN TIRE WHOLESAL, INC.
<b>Total 6340 - PROFESSIONAL SERVICES</b>				<b>143,722.78</b>				
PV	127480	12/22/2015	7430 - CONSTRUCTION CONTRACT	88,874.87	13-28	SCHAPER POND DIVERSION PROJ	117726	SUNRAM CONSTRUCTION INC
JE	55818	12/31/2015	7430 - CONSTRUCTION CONTRACT	4,677.63		SUNRAM CONSTRUCTION INC	0	SET UP CONTRACTS PAYABLE
JE	55818	1/1/2016	7430 - CONSTRUCTION CONTRACT	4,677.63		SUNRAM CONSTRUCTION INC	0	SET UP CONTRACTS PAYABLE
JE	56894	12/31/2016	7430 - CONSTRUCTION CONTRACT	4,677.63		SUNRAM CONSTRUCTION INC	0	2016 RETAINAGES-CONTRACTS PAY



CITY OF GOLDEN VALLEY



General Ledger Activity

7350 - Shaper Pond Diversion (SS-038)

Saturday, November 01, 2014 to Monday, May 06, 2019

Document Type	Document Number	GL Date	Object Account	Actual Amount	Invoice Number	Remark	Address Number	JE Explanation
PV	140424	5/8/2017	7430 - CONSTRUCTION CONTRACT	16,720.00	2	SCHAPER POND #2	117726	SUNRAM CONSTRUCTION INC
JE	58045	12/31/2017	7430 - CONSTRUCTION CONTRACT	-4,677.63		SUNRAM	0	REV PRIOR YR CONTRACTS PAYABLE
JE	58047	12/31/2017	7430 - CONSTRUCTION CONTRACT	5,557.63		SUNRAM CONSTRUCTION	0	SET UP 2017 CONTRACTS PAYABLE

**Total 7430 - CONSTRUCTION CONTRACT 111,152.50**

**Total 7350 - SHAPER POND DIVERSION (SS-038) 254,875.28**





## Memorandum

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Co.  
**Subject:** Item 5B – Consider Approval of 90% Plans for Crane Lake Improvement Project (CL-1) via Ridgedale Drive – Minnetonka, MN  
**Date:** May 8, 2019  
**Project:** 23/27-0051.45 2019 640

### 5B. Consider Approval of 90% Plans for Crane Lake Improvement Project (CL-1) in Minnetonka

#### Summary:

**Proposed Work:** Crane Lake Improvement Project (CIP 2020 CL-3) as part of Ridgedale Drive Reconstruction

**Basis for Review at Commission Meeting:** CIP Project Feasibility Study Review

**Recommendations:** Conditional approval of 90% Plans

#### Background

The Bassett Creek Watershed Management Commission's (BCWMC) 2015-2025 Watershed Management Plan (Plan) addresses the need to improve the quality of stormwater runoff reaching the Mississippi River by reducing nonpoint source pollution, protecting and enhancing fish and wildlife habitat, reducing stormwater runoff volume to improve water quality, and taking into account aesthetics and recreational opportunities within the watershed. The Plan's 10-year Capital Improvement Program (CIP, Table 5-3 in the Plan, as amended) includes a project for retention of impervious area drainage in the Ridgedale Center area. The BCWMC approved the 5-year (working) CIP at their April 19, 2018 meeting, which included implementation of the Crane Lake Improvement Project (CIP #CL-3), as part of the Ridgedale Drive reconstruction project, in 2020.

#### Feasibility Study Summary

At their March 21, 2019 meeting, the Commission reviewed the City of Minnetonka's feasibility study (*2020 Crane Lake Improvement Project (Water Quality Improvements to be Incorporated into the 2019 Ridgedale Drive Reconstruction Project)* (WSB, February 22, 2019; updated March 14, 2019)), which examined the feasibility of water quality improvement alternatives to treat runoff from Ridgedale Drive and the Sheraton Minneapolis West Hotel parking lot before discharging to Crane Lake (see red-hatched area on attached Figure 2 from the feasibility study).

The feasibility study identified three water quality improvement options, including:

- Option 1 – Construct an underground treatment system beneath the existing Sheraton Minneapolis West hotel parking lot

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Co.  
**Subject:** Item 5B – Consider Approval of 90% Plans for Crane Lake Improvement Project (CL-1) via Ridgedale Drive – Minnetonka, MN  
**Date:** May 8, 2019  
**Page:** 2

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- Option 2 – Construct an underground treatment system beneath a proposed park just east of Ridgedale Drive.
- Option 3 – Construct an underground treatment system beneath a proposed park just east of Ridgedale Drive to act as pre-treatment (Option 2) before being pumped to a sand infiltration/filtration system in the Crane Preserve Park.

The Commission approved the feasibility study, selected Option 3 for implementation, and provided partial BCWMC CIP funding for the project, through the BCWMC's ad valorem levy (via Hennepin County), as proposed by the City of Minnetonka.

### **90% Design Review Summary**

The 90% design plans include the designs for Option 3 from the feasibility study. Option 3 includes the construction of a 12,250 cubic-foot underground stormwater storage and pretreatment system, a wet well with a 30 gallon-per-minute (0.7 cubic-feet-per-second) pump, and a series of infiltration basins. The plans also include granular filter media and underdrains as a backup to allow for filtration if the site conditions are not conducive to infiltration.

The proposed water quality treatment improvements have not significantly changed since the approval of the feasibility study. However, the city's consultant used a modified particle size distribution with a higher particulate phosphorus loading and lower dissolved phosphorus loading in their P8 water quality modeling. The standard particle size distribution when using P8 water quality modeling software is the Nationwide Urban Runoff Program (NURP50) particle size distribution. The BCWMC Engineer evaluated the same system using the standard NURP50 particle size distribution and found that the stormwater treatment system provides slightly lower pollutant removals. The table below compares the total phosphorus (TP) and total suspended solids (TSS) reductions in the feasibility study to the BCWMC Engineer's P8 modeling results, based on the current 90% design plans.

Table 1: Features, Costs, and Benefits of Recommended Options

Submittal		Watershed Area (acre)	Pollutant Addressed	Raw Loading (Pound/Year)	Existing Percent Removal (%)	Proposed Percent Removal <sup>2</sup> (%)	Annual Pollutant Removal <sup>2</sup> (Pound/Year)	Total Project Capital Cost (\$)	Annualized 30-Year Life Cycle Cost (\$/Year)	Annualized Cost per Pound of Pollutant Removed (\$/Pound/Year)
Feasibility Study	Construct an underground treatment system beneath a proposed park just east of Ridgedale Drive and pump stormwater to a sand infiltration or filtration system in the Crane Preserve Park	13.3	TSS	4,800	0	72 to 75	3,434 to 3,599 <sup>3</sup>	\$582,837	\$17,200 <sup>1</sup>	\$4.80 to \$5.00
			TP	17.9	0	47 to 60	8.4 to 10.7 <sup>3</sup>			\$1,600 to \$2,050
90% Plans Submittal	Construct an underground treatment system beneath a proposed park just east of Ridgedale Drive and pump stormwater to a sand infiltration or filtration system in the Crane Preserve Park	13.3	TSS	4,800	0	73 to 75	3,530 to 3,616 <sup>3</sup>	\$582,837	\$17,200 <sup>1</sup>	\$4.76 to \$4.89
			TP	15.5	0	44 to 60	6.8 to 9.2 <sup>3</sup>			\$1,870 to \$2,530

<sup>1</sup> Assumes a 30-year maintenance cost of \$200,000 (annual maintenance cost of \$5,000 to clean the underground structure and full replacement of filtration media twice at \$25,000 per replacement) – estimated costs are in 2019 dollars

<sup>2</sup> Treating the 13.3 acre, untreated drainage area (7.28 acres of impervious, 6.02 acres of pervious). The watershed's P8 model was provided and used by WSB to model and evaluate the BMP improvement options. The estimates shown were derived from P8.

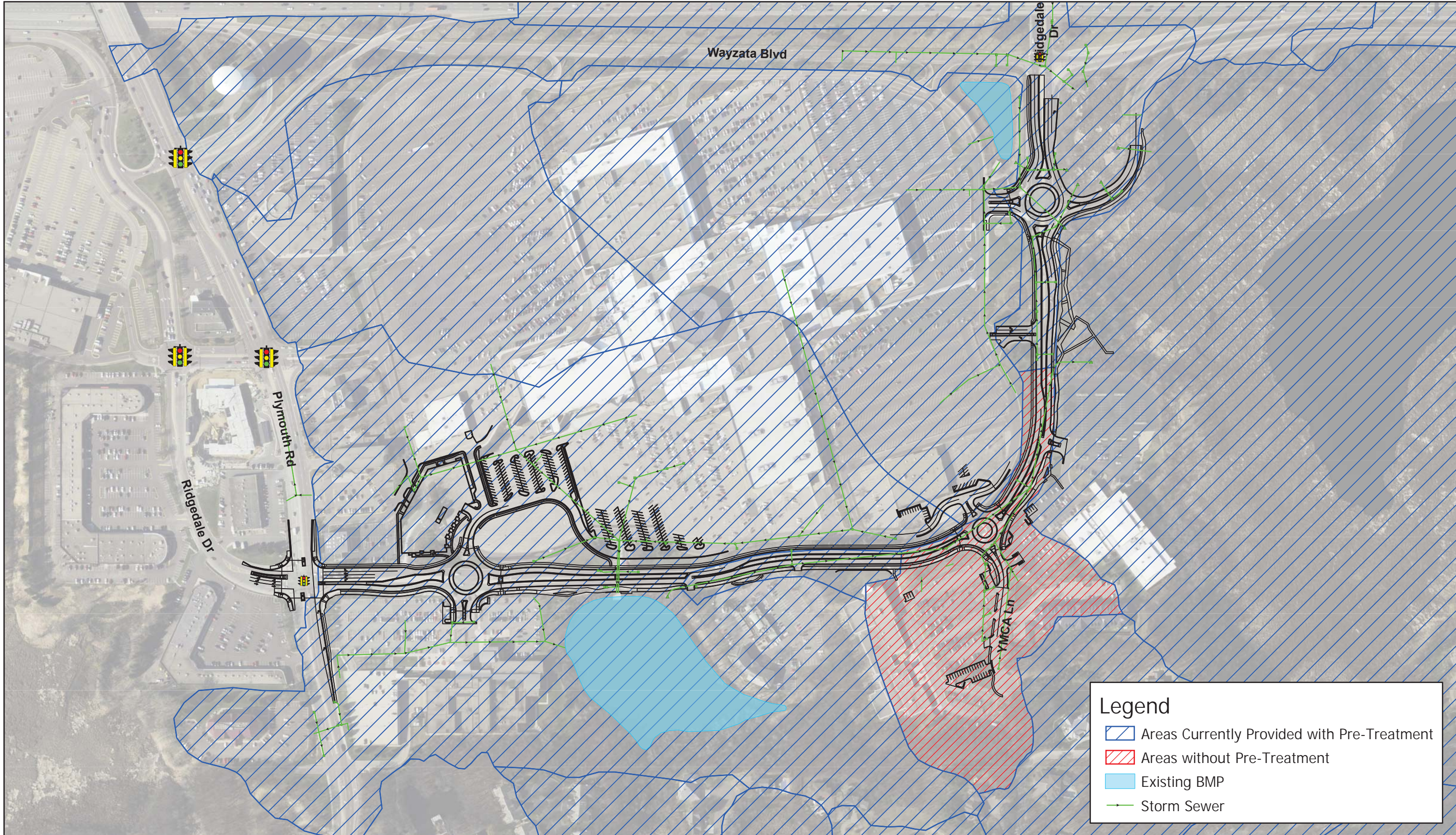
<sup>3</sup> Based on anticipated soil conditions, filtration is more likely than infiltration, which is the lesser of the two numbers shown.

**To:** Bassett Creek Watershed Management Commission  
**From:** Barr Engineering Co.  
**Subject:** Item 5B – Consider Approval of 90% Plans for Crane Lake Improvement Project (CL-1) via Ridgedale Drive –  
Minnetonka, MN  
**Date:** May 8, 2019  
**Page:** 4

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## Recommendations

- A. Conditional approval of 90% drawings based on the following comments:
  - 1) The standard NURP50 particle size distribution must be used for the P8 modeling or documentation must be provided to support the modified particle size distribution.
- B. A maintenance plan must be developed and provided to the BCWMC Engineer for review.
- C. The final plans must be submitted to the BCWMC Engineer for administrative review and approval after modifications have been completed.



**Legend**

- Areas Currently Provided with Pre-Treatment
- Areas without Pre-Treatment
- Existing BMP
- Storm Sewer

**Figure 2: Subwatersheds Served by Ridgedale Drive Drainage System**

Ridgedale Drive Improvements (S.A.P. 142-153-008)  
City of Minnetonka, Minnesota



N  
  
0 350  
Feet  
1 inch = 300 feet







## 2020 Maximum Levy Request

Item 5C.  
BCWMC 5-16-19

Project Name	City	Number	2019	2020	2021	Totals
Medicine Lake Rd & Winnetka Ave Long Term Flood Mitigation Plan Project (DeCola Ponds B&C Improvement Project)	GV, Crystal, New Hope	BC-2,3,8, 10	\$1,031,500	\$500,000		\$1,531,500
Water quality improvements in Bryn Mawr Meadows, Main Stem Watershed <sup>1</sup>	MPLS	BC-5		\$100,000	\$400,000	\$500,000
Westwood Lake Water Quality Improvement Project	St. Louis Park	WST-2	\$404,500			\$404,500
Stormwater Pond in Jevne Park to alleviate flooding/improve water quality	Medicine Lake	ML-21		\$500,000		\$500,000
Crane Lake Improvement Project via Ridgedale Drive	Minnetonka	CL-3		\$380,000		\$380,000
Sweeney Lake Water Quality Improvement Project (alum + carp management) <sup>2</sup>	Golden Valley	SL-8		\$20,000 <sup>1</sup>	\$200,000 <sup>1</sup>	\$220,000
TOTAL Estimated Project Cost			<b>\$1,436,000</b>	<b>\$1,500,000</b>		

<sup>1</sup> See letter from MnDOT attached re: Penn Pond Maintenance

<sup>2</sup> Total project cost = \$550,000. Grant funding = \$330,000; Local match required = \$220,000



**Metro District**  
**1500 County Rd. B2 W**  
**St. Paul MN. 55113**

May 5, 2019

Laura Jester  
Bassett Creek Watershed Management Commission  
16145 Hillcrest Lane  
Eden Prairie, MN 55436

Dear Laura,

The Minnesota Department of Transportation will be conducting maintenance on the Penn Pond prior to the Bryn Mawr Meadows Park project scheduled for spring of 2022. We will work with Minneapolis Park and Recreation Board and Bassett Creek Watershed Management Commission to coordinate our maintenance work with the park reconstruction.

Sincerely,

William Augello

Drainage Superintendent

Office: (651) 234-7906

Fax: (651) 234-7896

Cell: (651) 775-0321

Email: [William.Augello@state.mn.us](mailto:William.Augello@state.mn.us)

*Equal Opportunity Employer*



## Bassett Creek Watershed Management Commission

### Budget Committee Meeting Notes

April 22 and May 8, 2019

Council Conference Room; Golden Valley City Hall

Committee Members: Commission Chair Prom, Alternate Commissioner McDonald Black, Commissioner Scanlan, Commissioner Anderson

The Budget Committee met on two occasions to discuss the 2020 operating budget for the BCWMC. Alt. Commissioner Jane McDonald Black was appointed committee chair. All committee members were present for both meetings.

**RECOMMENDATION:** The Committee recommends the attached operating budget with a resulting city assessment increase of 3% over 2019 levels.

Committee Discussions:

The Committee reviewed the 10-year operating budget (Table 5-4) in the Bassett Creek Watershed Management Plan and briefly discussed two activities slated for implementation around 2020 including developing criteria for the allocation of funding for flood risk reduction projects, and working with member cities to consider a program to review development or redevelopment projects which include long-term dewatering within 1,000 feet of priority waterbodies. The Committee and staff decided if these activities need to be addressed in 2020 they would be addressed through existing technical services budgets, or surveys and studies.

Dues for Minnesota Association of Watershed Districts (MAWD) are estimated at \$7,500 in 2020, representing a relatively significant amount for this new endeavor. The Committee discussed the benefits of MAWD and where that expense should be in the budget, if at all. It was decided the Commission should receive a presentation about MAWD from its executive director to get a better understanding of the organization and how it may help advance the mission and goals of the Commission. That presentation is planned for the May Commission meeting.

Chair McDonald Black noted the desire to keep the operating budget even over time so that cities can budget for their dues. She noted the spending down of the fund balance has been used several years in a row to reduce assessments to cities but that practice is likely to end soon as the fund balance should not go below 50% of annual operating expenses.

There was discussion about the potential costs of developing the next watershed management plan, noting that preliminary plan development would likely begin in 2022. Starting last year, the Commission (with agreement from the TAC) included a budget line item of \$10,000 - \$12,000 per year to set aside for the future plan. It was noted, however, that saving an average of \$11,000 per year for 4 years will not result in all of the funding needed for the plan, and that either city assessments will rise in planning years or other activities will have to be put on hold.



The Committee reviewed the outreach and education budget items and determined they were appropriate.

After input from the Commission Engineer, monitoring expenses were lowered from a preliminary estimate of \$120,600 to \$102,600 by reducing water quality data collection on Medicine Lake from two monitoring locations to one monitoring location + aquatic vegetation surveys + phytoplankton/zooplankton analyses. This reduction in monitoring was favored by staff over other options to reduce data collection on other lakes and streams.

Due to the significant expense of the Commission's water quality monitoring program, the Committee and staff recommend the Commission hold a monitoring workshop later in the year to review and discuss the Commission's monitoring plan, understand how the data are used to inform management decisions, and determine if changes are needed.

Item 5D.  
BCWMC 5-16-19

Proposed 2020 Operating Budget

Item	2015 Budget	2015 Actual	2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Budget	2018 Actual	2019 Budget	Proposed 2020 Budget	See Notes
<b>ENGINEERING &amp; MONITORING</b>											
Technical Services	120,000	116,972	120,000	112,502	125,000	140,702	125,000	126,154	130,000	130,000	(A1)
Development/Project Reviews	65,000	51,622	65,000	94,619	65,000	71,791	75,000	45,070	80,000	75,000	(A)
Non-fee and Preliminary Reviews	15,000	53,686	15,000	35,253	15,000	20,906	10,000	23,073	15,000	20,000	(B)
Commission and TAC Meetings	14,500	11,525	13,000	11,808	14,000	11,753	12,000	10,575	12,000	12,000	(C)
Surveys and Studies	20,000	22,109	25,000	24,444	20,000	16,347	12,000	-	20,000	10,000	(D)
Water Quality / Monitoring	63,000	77,429	76,000	75,892	74,300	70,855	80,700	120,728	78,000	102,600	(E)
Water Quantity	11,500	9,115	11,500	8,731	11,500	8,570	6,300	5,678	10,000	6,500	(F)
Assistance on Erosion Control Inspections	1,000		1,000	-	1,000	-	1,000	-	-	-	(G)
Annual Flood Control Project Inspections	10,000	9,996	10,000	8,867	12,000	7,678	48,000	20,279	48,000	12,000	(H)
Municipal Plan Review	2,000		2,000	2,491	8,000	1,835	8,000	26,779	4,000	2,000	(I)
Watershed Outlet Monitoring Program	17,000	15,786	17,000	17,002	15,500	19,994	20,500	18,145	20,500	20,500	(J)
Annual XP-SWMM Model Updates/Reviews					10,000	5,650	10,000	8,918	-	-	(K)
APM/AIS Work					35,000	34,920	32,000	35,977	32,000	30,000	(L)
<b>Subtotal Engineering &amp; Monitoring</b>	<b>\$339,000</b>	<b>\$368,240</b>	<b>\$355,500</b>	<b>\$391,609</b>	<b>\$406,300</b>	<b>\$411,001</b>	<b>\$440,500</b>	<b>\$441,376</b>	<b>\$449,500</b>	<b>\$420,600</b>	
<b>PLANNING</b>											
Next Generation Plan Development	30,000	28,277	-	-	-				12,000	10,000	(M)

Item	2015 Budget	2015 Actual	2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Budget	2018 Actual	2019 Budget	Proposed 2020 Budget	See Notes
<b>ADMINISTRATION</b>											
Administrator	62,000	59,395	62,000	59,033	67,200	60,559	67,200	59,955	69,200	69,200	(N)
MN Assoc. Watershed Dist. Dues										7,500	(O)
Legal	18,500	12,969	18,500	15,470	18,500	16,249	17,000	13,313	17,000	15,000	(P)
Financial Management	3,200	3,200	3,200	3,277	3,200	3,200	3,200	3,200	3,500	3,500	(Q)
Audit, Insurance & Bond	15,500	13,181	15,500	14,606	15,500	17,304	15,500	17,648	18,000	18,000	(R)
Meeting Catering Expenses	2,500	1,564	2,200	1,572	2,000	1,198	1,600	1,295	1,500	1,500	(S)
Administrative Services	32,000	29,843	25,000	11,583	18,000	13,346	15,000	14,240	15,000	15,000	(T)
<b>Subtotal Administration</b>	<b>\$133,700</b>	<b>\$120,152</b>	<b>\$126,400</b>	<b>\$105,541</b>	<b>\$124,400</b>	<b>\$111,856</b>	<b>\$119,500</b>	<b>\$109,651</b>	<b>\$124,200</b>	<b>\$129,700</b>	
<b>OUTREACH &amp; EDUCATION</b>											
Publications / Annual Report	4,000	1,430	2,500	1,246	2,500	1,138	1,500	937	1,300	1,300	(U)
Website	12,000	11,802	3,500	2,275	4,400	1,228	4,200	443	3,000	1,000	(V)
Watershed Education Partnerships	15,500	10,700	15,500	9,550	15,500	12,354	13,850	13,454	15,850	15,850	(W)
Education and Public Outreach	17,000	12,830	22,500	25,710	20,000	19,302	22,000	18,585	25,000	22,000	(X)
Public Communications	3,000	2,270	2,500	1,128	2,500	732	2,500	563	1,000	1,000	(Y)
<b>Subtotal Outreach &amp; Education</b>	<b>\$51,500</b>	<b>\$39,032</b>	<b>\$46,500</b>	<b>\$39,909</b>	<b>\$44,900</b>	<b>\$34,754</b>	<b>\$44,050</b>	<b>\$33,982</b>	<b>\$46,150</b>	<b>\$41,150</b>	
<b>MAINTENANCE FUNDS</b>											
Channel Maintenance Fund	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	(Z)
Flood Control Project Long-Term Maint.	25,000	25,000	25,000	25,000	25,000	25,000	25,000	4,000	25,000	25,000	(AA)
<b>Subtotal Maintenance Funds</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$29,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	
<b>TMDL WORK</b>											
TMDL Implementation Reporting	20,000	15,881	20,000	18,950	20,000	19,209	10,000	4,668	10,000	10,000	(BB)
<b>Subtotal TMDL Work</b>	<b>\$20,000</b>	<b>\$15,881</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$19,209</b>	<b>\$10,000</b>	<b>\$ 4,668</b>	<b>\$10,000</b>	<b>\$10,000</b>	
<b>GRAND TOTAL</b>	<b>\$624,200</b>	<b>\$621,582</b>	<b>\$598,400</b>	<b>\$607,059</b>	<b>\$645,600</b>	<b>\$626,820</b>	<b>\$664,050</b>	<b>\$618,677</b>	<b>\$691,850</b>	<b>\$661,450</b>	

## NOTES

(A1) Same as this year, slightly higher than 2018 and earlier due to new and more complicated issues continue to arise requiring engineer review, analyses, input.

(A) Partially funded by application fees; with the creation of the preliminary and non-fee budget category, most of the review costs will be covered by application fees. 2020 budget assumes 34 submittals at average cost of \$2,000 - \$2,500

(B) Assumes a slight increase in non-fee reviews in 2020 based on recent activity. This was a new line item in 2015 used to cover reviews for which either we do not receive an application fee or it's too early in the process for us to have received an application fee. Through agreements with Met Council, \$56,000 of these costs have been reimbursed since 2015.

(C) Includes attendance at BCWMC meetings, TAC meetings, Administrative Services Committee meetings, Budget Committee meetings and other meetings. 2015 estimate based on 24 meetings. 2016 and 2017 estimates based on 18 meetings (12 BCWMC meetings & 6 TAC meetings). 2017 budget increased to allow for additional BCWMC Engineer staff to attend Commission/TAC meetings (total of 3 assumed). 2018 and 2019 budgets were reduced from 2017. Same for 2020 budget: assumes 12 BCWMC meetings and 5 other meetings (TAC, etc.).

(D) For Commission-directed surveys and studies not identified in other categories - e.g., past work has included watershed tours, Medicine Lake outlet work, Flood Control Project Maintenance and Responsibilities, Sweeney Lake sediment monitoring, stream monitoring equipment purchase. 2018 budget was reduced from previous years for overall budget savings. 2019 budget is more in line with previous years and gives Commission flexibility to investigate or tackle unforeseen issues that arise. Proposing lowering it again in 2020 to allow for higher monitoring budget.

(E) Routine lake and stream monitoring. See details on next page.

(F) Water Quality (lake level) monitoring. 2018 budget lowered for budget savings and resulted in fewer data points. 2019 budget back to earlier budget levels. Proposed 2020 budget lowered again for budget savings. (Engineer proposes \$10,000 for 2020)

(G) After recommendations from the TAC and Budget Committee, the Commission's ended the erosion and sediment control inspection program (Watershed Inspection) in 2014 due to duplication with activities required by the member cities. Some budget remained here to provide, as requested by the Commission, some oversight of city inspection activities (reports of inspections are available from each city). However, little or no expenses have been incurred since 2014. In 2019 it was removed from budget. If inspections are needed they can be charged to general technical services.

(H) 2020 budget includes annual typical inspection of Flood Control Project (FCP) features without tunnel inspections. Budget varies widely by year depending on the FCP features being inspected. New FCP policies and inspection schedules were adopted in 2016. (See link below)

[http://www.bassettcreekwmo.org/application/files/4514/9637/1815/2016\\_FCP\\_Policies.pdf](http://www.bassettcreekwmo.org/application/files/4514/9637/1815/2016_FCP_Policies.pdf)

(I) Municipal plan approvals completed in 2019; however, this task has also included review of adjacent WMO plan amendments, and review of city ordinances; \$2,000 budget recommended in 2020 for these types of reviews.

(J) Monitoring at the Watershed Outlet Monitoring Program site in Minneapolis through an agreement with Met Council. Commission is reimbursed \$5,000 from Met Council. Met Council pays for equipment, maintenance, power, cell service, and lab analyses. Monitoring protocol changed in 2017 with collection of bi-monthly samples (up from once-per-month sampling). \$20,500 includes \$16,000 for Wenck or similar contractor + \$4,500 for Barr's data management and analyses

- (K) This item is used to make updates to the XP-SWMM model, coordinate with P8 model updates, and assist cities with model use. However, no XP-SWMM updates are expected in 2019 and 2020 due to work on the grant funded FEMA modeling project. This line item will return in the 2021 operating budget
- (L) Funds to implement recommendations of Aquatic Plant Management/Aquatic Invasive Species Committee likely including curly-leaf pondweed control in Medicine Lake and small grant program for launch inspectors, education/outreach, etc. by other organizations including TRPD, AMLAC, others
- (M) Funding that will be set aside and accrued over next 5 years to pay for 2025 Watershed Plan development which will start in 2023.
- (N) Includes \$72/hour for average of 80 hours per month.
- (O) MN Association of Watershed District Annual dues. New budget item. 2019 dues were \$500 because WMOs were newly allowed to join the organization. Dues in 2020 will be based on Total Market Value of the watershed. In the past there's been a \$7500 cap most metro watersheds (similar in size to Bassett) have hit.
- (P) For Commission attorney. Decrease recommended to be more in line with recent expenditures.
- (Q) Funding for City of GV staff's monthly accounting activities and coordination of annual audit.
- (R) Insurance and audit costs have risen considerably in the last few years.
- (S) Meeting catering expenses from Triple D Espresso (includes delivery)
- (T) Recording Secretary \$42/hr rate \* 21 hrs/mo (6.5 hrs for minutes, 14.5 for social media, writing articles, coordinating with city communication staff) + \$370 annual mileage + \$250/mo meeting packet printing/mailing + \$546 contingency
- (U) Budget was decreased in last few years to be more in line with actual expenses. Costs associated with Commission Engineer assistance with annual report
- (V) Based on 2017-2019 agreement with HDR for website hosting and maintenance activities and closer to actual funds spent in 2017 and 2018.
- (W) Includes CAMP (\$7,000), River Watch (\$2,000), Metro Watershed Partners (\$3,500), Metro Blooms Workshops (\$3,000), Children's Water Festival (\$350). Does not allow for additional partnerships or increases in contributions. CAMP costs set by Met Council increased significantly in 2019 (after 16 years w/o increases)
- (X) Includes funding for West Metro Water Alliance at \$13,000 plus \$9,000 for other educational supplies and materials including educational signage, display materials, Commissioner training, etc.
- (Y) Public Communications covers required public notices for public hearings, etc.
- (Z) Will be transferred to Channel Maintenance Fund
- (AA) Will be transferred to Long-Term Maintenance Fund (less actual costs of FCP inspections in line (H)).
- (BB) Budget reduced in 2018 and 2019 for overall budget savings. Task includes reporting on TMDL implementation and updating P8 model to include new BMPs.



<b>2020 Lake and Biotic Index Monitoring</b>	<b>Total budget</b>	<b>2020 proposed budget</b>	<b>2021 proposed budget</b>
Sweeney Lake/Twin Lake WQ Monitoring Program	\$60,000	\$50,000	\$10,000
Medicine Lake Monitoring	\$12,000	\$7,000	\$5,000
Biotic Index Program - Plymouth Creek or Sweeney Branch	\$12,000	\$5,600	\$6,400
General water quality tasks	\$10,000	\$10,000	
<b>Total</b>	<b>\$94,000</b>	<b>\$72,600</b>	<b>\$21,400</b>
<b>2020 - 2021 Stream Monitoring</b>	<b>Total</b>	<b>2020</b>	<b>2021</b>
Stream Monitoring - Plymouth Creek or Sweeney Branch	\$63,000	\$30,000	\$33,000
<b>Total</b>	<b>\$63,000</b>	<b>\$30,000</b>	<b>\$33,000</b>
<b>Total proposed budgets</b>	<b>\$157,000</b>	<b>\$102,600</b>	<b>\$54,400</b>

The table below provides the details of the monitoring programs summarized above:

Budget item	Item description	Estimated cost
<p><b>Sweeney Lake and Twin Lake (Golden Valley) detailed lake monitoring</b></p>	<p>Detailed lake monitoring includes monitoring two locations on Sweeney Lake and one location at Twin Lake on six occasions for selected parameters (total phosphorus, soluble reactive phosphorus, total nitrogen, chlorophyll a, chloride, temperature, pH, DO, specific conductance, and oxidation reduction potential), plus parameters associated with AIS vulnerability (calcium, alkalinity, hardness, sodium, magnesium, potassium, dissolved inorganic carbon, and dissolved organic carbon), sample analysis, phytoplankton and zooplankton collection and analysis, an aquatic plant survey (two occasions), calculation of aquatic plant IBIs, preparation of a presentation and preparation of a final report (following template of recent reports). Report preparation and presentation costs deferred to 2021.</p>	<p><b>Total =</b> \$60,000</p>
		<p><b>2020 =</b> \$50,000</p>
		<p><b>2021 =</b> \$10,000</p>
<p><b>Medicine Lake (Plymouth) detailed lake monitoring -</b> Field work and water chemistry analyses by Three Rivers Park District; data analyses including phytoplankton and zooplankton analyses by Commission Engineer</p>	<ul style="list-style-type: none"> <li>• Collect water quality monitoring samples in the main basin of the lake, once just after ice-out, biweekly from May through Sept, and once in Oct. The following parameters will be measured/analyzed/collected:               <ul style="list-style-type: none"> <li>o Temperature profiles</li> <li>o Dissolved oxygen profiles</li> <li>o Specific conductance profiles</li> <li>o pH profiles</li> <li>o Secchi Disc measurements</li> <li>o Total phosphorus (3 depths) – Surface (0-2 m composite) – top of hypolimnion – and 1-m from the bottom</li> <li>o Soluble reactive phosphorus (3 depths) – Surface (0-2 m composite) – top of hypolimnion – and 1-m from bottom</li> <li>o Chlorophyll a (0-2 m)</li> <li>o Total nitrogen (0-2 m)</li> <li>o Chlorides (surface and near-bottom)</li> </ul> </li> <li>• Perform aquatic vegetation surveys – at least two surveys, one in June and one in August</li> <li>• Collect phytoplankton and zooplankton samples</li> </ul>	<p><b>Total =</b> \$12,000</p> <hr/> <p><b>2020 =</b> \$7,000</p> <hr/> <p><b>2021 =</b> \$5,000</p>

<b>First year of two-year stream water quality/quantity monitoring effort (automatic sampling) on Plymouth Creek or the Sweeney Branch</b>	<p>The stream water quality monitoring program is designed to approximate the Metropolitan Council's Watershed Outlet Monitoring Program (WOMP) design for one location—Plymouth Creek or the Sweeney Branch (the final location will be monitored in years 5-6). The costs include 24 grab samples (approximately 1.5 per month for the open water period) and 16 storm samples. This approximates the change to the WOMP sampling protocols from monthly to bi-monthly samples (some WOMP stations do not collect grab samples in the winter).</p>	<p><b>Total = \$63,000<sup>1</sup></b></p>	
	<p>Parameters to be monitored include:</p>	<p><b>2020 = \$30,000</b></p>	
	<ul style="list-style-type: none"> <li>• Total Phosphorus</li> <li>• Ortho Phosphorus</li> <li>• Chloride</li> <li>• E. Coli</li> <li>• Hardness</li> <li>• Sulfate</li> </ul>	<ul style="list-style-type: none"> <li>• Dissolved Phosphorus</li> <li>• TKN</li> <li>• TSS</li> <li>• Chl-a</li> <li>• Metals</li> </ul>	<ul style="list-style-type: none"> <li>• Nitrate/Nitrite</li> <li>• Ammonia N</li> <li>• VSS</li> <li>• Alkalinity</li> <li>• TOC</li> </ul>
			<p><b>2021 = \$33,000</b></p>
<b>Biotic index monitoring of Plymouth Creek or the Sweeney Branch</b>	<p>Biotic index monitoring to correspond with stream water quality monitoring on Plymouth Creek or the Sweeney Branch. Includes macroinvertebrate monitoring and habitat survey, macroinvertebrate analyses (microscopic identification/ enumeration), computation of HBI and M-IBI, trend analyses, data summary/analyses, and preparation of report and presentation for BCWMC meeting. Report preparation and presentation costs deferred to 2021.</p>	<p><b>Total = \$12,000<sup>1,2</sup></b></p>	
		<p><b>2020 = \$5,600</b></p>	
		<p><b>2021 = \$6,400</b></p>	
<b>General Water Quality Task</b>	<p>Potential items/issues include:</p> <ul style="list-style-type: none"> <li>• Inventorying chloride sources and/or improvement measures</li> <li>• Preparing for TMDL studies on Northwood Lake and the Bassett Creek fish impairments, including coordination with the MPCA</li> <li>• Internal load assessments and/or investigation(s) of alternative chemical treatments for Medicine Lake, Lost Lake, Sweeney, etc.</li> <li>• Addressing new AIS species</li> </ul>	<p><b>\$10,000</b></p>	
	<p>If any of these become larger efforts, they could be charged to the Surveys &amp; Studies budget.</p>		
<p><b>Total Estimated 2020 Budget</b></p>		<p><b>\$102,600</b></p>	

<sup>1</sup>The above proposed budgets for the two-year stream water quality/quantity monitoring and biota monitoring will change if the MPCA approves the BCWMC's soon-to-be submitted request for inclusion in the MPCA's Cycle II monitoring.

<sup>2</sup> The BCWMC revised the biotic index monitoring schedule to line up with the stream monitoring schedule. This changes the frequency of the biotic index monitoring so that it is no longer consistent with the BCWMC Plan, which calls for biotic index monitoring every 3 years in Priority Streams. The most recent monitoring of all biotic index stations occurred in 2015. In 2018, biotic index monitoring occurred on the Main Stem and North Branch. By waiting to align stream monitoring with biotic index monitoring it will be 5 to 7 years between the 2015 and next monitoring events for Sweeney Lake Branch and Plymouth Creek. One will be monitored in 2020 and one in 2022. Going forward, BCWMC will have a 6 year frequency between biotic index monitoring events. The BCWMC should consider revising the monitoring plan (Appendix A of the Plan) to reflect the changes to the stream monitoring and biotic index monitoring programs.

<b>2019 Financial Information</b>	
Fund Balance as of January 31, 2019 (draft audit)	\$ 380,136
Income from assessments in 2019	\$ 529,850
Expected interest income in 2019	
Expected income from project review fees	\$ 60,000
Expected income from CIP Administrative Funds	\$ 28,000
Expected transfer from Long-term Maint Fund for Flood Control Project I	\$ 48,000
Expected income from WOMP reimbursement	\$ 5,000
Expected income from reimbursements from 2019 work <sup>1</sup>	\$ 10,000
Estimated funds available for fiscal year 2019	\$ 1,060,986
Estimated expenditures for fiscal year 2019	\$ 691,850
Estimated fund balance as of January 31, 2020	\$ 369,136
<sup>1</sup> SWLRT = \$7,000; BLLRT = \$3,399	
<b>2020 Revenues</b>	
<b>Expected Income</b>	
Proposed Assessments to cities	\$ 545,950
Use of fund balance	\$ 18,500
CIP Administrative Funds (2.0% of est. requested levy of \$1.5M)	\$ 30,000
Project review fees	\$ 50,000
Transfer from Long-term Maint Fund for Flood Control Proj Inspections	\$ 12,000
WOMP reimbursement	\$ 5,000
Expected reimbursement for Blue Line LRT work	\$ -
Interest income in 2020	\$ -
	\$ 661,450
<b>Expected Expenses</b>	
Total operating budget	\$ 661,450
<b>Fund Balance Details</b>	
Est. Beginning Fund Balance (Jan 31, 2020)	\$ 369,136
Use of Fund Balance (see income above)	\$ 18,500
Est. Remaining Fund Balance (Jan 31, 2021)	\$ 350,636

Community	For Taxes Payable in 2019	2019 Percent	Current Area Watershed	Percent	Average	2015	2016	2017	2018	2019	Proposed 2020 Assessment (3% increase)
	Net Tax Capacity	of Valuation	in Acres	of Area	Percent	\$490,345	\$490,345	\$500,000	\$515,050	\$529,850	\$545,950
Crystal	\$9,014,087	5.47	1,264	5.09	5.28	\$25,868	\$25,771	\$25,704	\$26,904	\$27,877	\$28,825
Golden Valley	\$42,743,405	25.95	6,615	26.63	26.29	\$121,964	\$127,675	\$131,270	\$134,649	\$138,553	\$143,510
Medicine Lake	\$1,059,589	0.64	199	0.80	0.72	\$3,543	\$3,600	\$3,561	\$3,783	\$3,846	\$3,942
Minneapolis	\$11,317,855	6.87	1,690	6.80	6.84	\$33,235	\$32,885	\$33,609	\$34,763	\$35,805	\$37,323
Minnetonka	\$10,589,981	6.43	1,108	4.46	5.44	\$28,121	\$27,536	\$28,199	\$28,053	\$28,989	\$29,722
New Hope	\$9,048,320	5.49	1,252	5.04	5.27	\$25,681	\$25,627	\$25,917	\$26,740	\$27,987	\$28,750
Plymouth	\$70,171,876	42.59	11,618	46.77	44.68	\$225,159	\$220,974	\$224,531	\$231,682	\$237,986	\$243,931
Robbinsdale	\$3,061,898	1.86	345	1.39	1.62	\$7,587	\$7,843	\$7,747	\$8,189	\$8,523	\$8,864
St. Louis Park	\$7,736,955	4.70	752	3.03	3.86	\$19,184	\$18,433	\$19,463	\$20,287	\$20,284	\$21,083
<b>TOTAL</b>	<b>\$164,743,966</b>	<b>100.00</b>	<b>24,843</b>	<b>100.00</b>	<b>100.00</b>	<b>\$490,345</b>	<b>\$490,345</b>	<b>\$500,000</b>	<b>\$515,050</b>	<b>\$529,850</b>	<b>\$545,950</b>



## Memorandum

**To:** Bassett Creek Watershed Management Commission (BCWMC)  
**From:** Barr Engineering Co. (Barr)  
**Subject:** Item 5E – Marsh Run Apartments – Minnetonka, MN  
BCWMC May 16, 2019 Meeting Agenda  
**Date:** May 8, 2019  
**Project:** 23270051 2019 2183

### 5E Marsh Run Apartments – Minnetonka, MN BCWMC 2019-06

#### Summary:

**Proposed Work:** 175-unit multifamily housing facility and associated site work  
**Basis for Re-Review at Commission Meeting:** Use of different alternative BMP  
**Impervious Surface Area:** Increase 0.53  
**Recommendation:** Conditional re-approval

#### Background

The Commission reviewed and conditionally approved this proposed project at their April 18, 2019 meeting. Since the conditional approval at the April 18, 2019 meeting, the applicant has worked with the BCWMC Engineer to address the conditions of approval, but has been unable to demonstrate compliance to the BCWMC water quality requirements using Contech Jellyfish filters as part of the stormwater treatment system. The applicant is proposing to replace the Contech Jellyfish filters with Contech StormFilters to meet the BCWMC water quality requirements.

This memo summarizes only the general project information and revised water quality management information. The other information, previously provided in the April memo, is unchanged.

#### General Project Information

The proposed project is located on the border of the Bassett Creek Main Stem and Medicine Lake South subwatersheds in the northeast quadrant of the intersection of Wayzata Boulevard and Fairfield Road in Minnetonka. The proposed project includes redevelopment of the parcel from a commercial office park to a 175-unit multifamily residential housing facility resulting in 2.47 acres of grading (disturbance). The proposed project creates 1.87 acres of new and fully reconstructed impervious surfaces, including 1.34 acres of fully reconstructed impervious surfaces and an increase of 0.53 acres of impervious surfaces, from 1.34 acres (existing) to 1.87 acres (proposed). The proposed project will result in a change of land use and zoning from commercial to multifamily residential.

## Water Quality Management

The BCWMC Requirements document states that projects that contain more than one acre of new or fully reconstructed impervious area must treat stormwater in accordance with the BCWMC water quality performance goals. If the BCWMC water quality performance goal is not feasible and/or is not allowed for a proposed project, then the project proposer must implement BCWMC flexible treatment options. As shown below, the proposed stormwater management system meets BCWMC water quality requirements.

The proposed project creates 1.74 acres of new and fully reconstructed impervious surfaces. Flexible Treatment Option (FTO) #2 was selected for the proposed project due to the presence of tight clay soils that are not conducive to infiltration. FTO #2 requires that the project provide 60% removal of total phosphorus (TP). The applicant designed a stormwater management system that includes stormwater reuse as irrigation and stormwater filtration using a proprietary device (Contech StormFilter). The applicant used the minimal impact design standards (MIDS) calculator to quantify the overall TP removals for the proposed project and used the “other” BMP for the two Contech StormFilters. The applicant manually input the expected pollutant removal efficiencies, provided by the manufacturer, into the MIDS calculator to evaluate the BMPs. The BCWMC Engineer reviewed available third party testing for the proprietary BMP. Table 1 summarizes the annual TP loading and TP removals for the proposed BMPs. Modifications, as required by the comments, are expected to result in approximately the values listed in the BCWMC Engineer Estimate columns in Table 1, which meet the BCWMC requirements for water quality.

**Table 1: Summary of TP Removal and TP Removal Efficiency for Proposed BMPs**

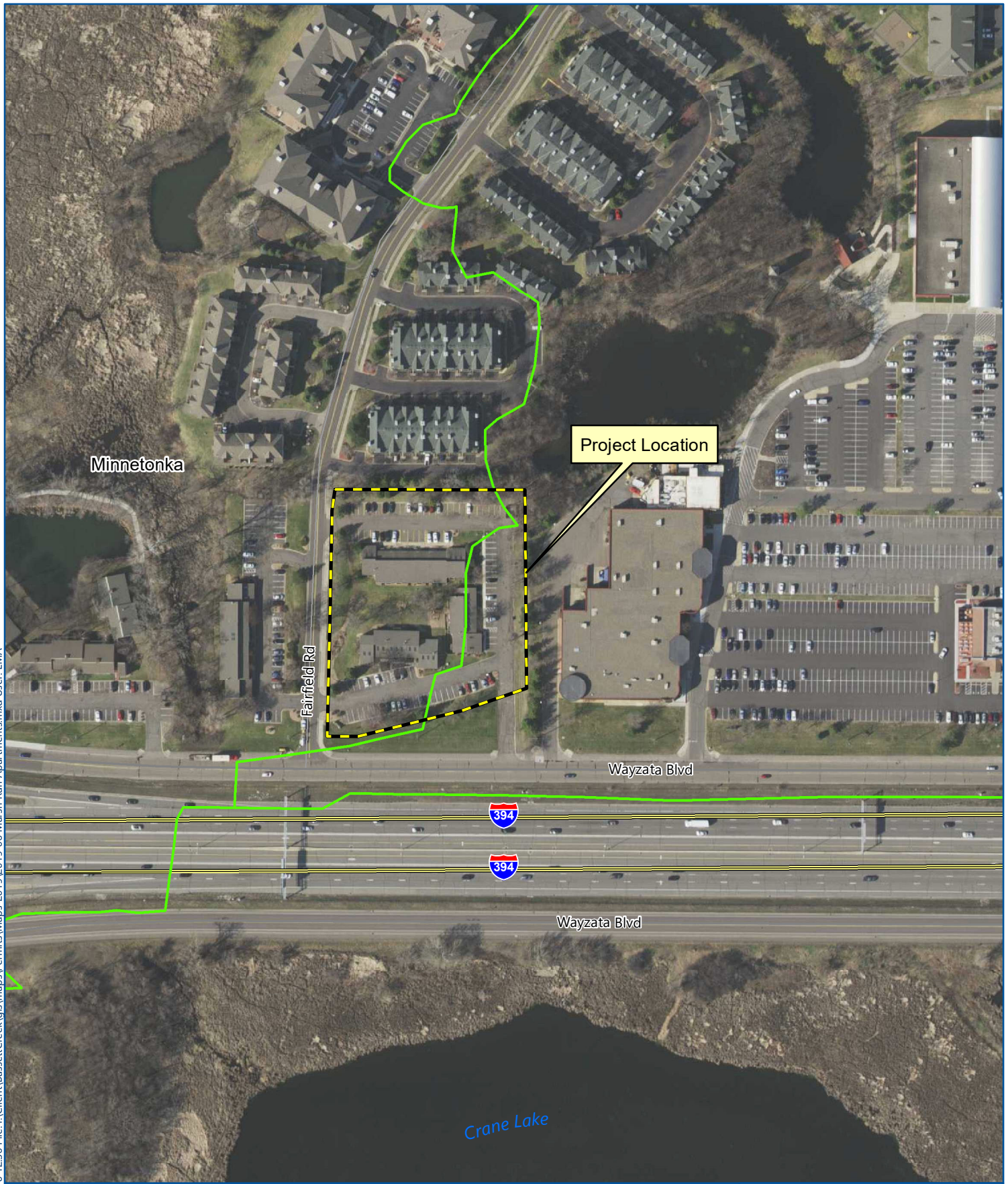
BMP	Applicant-Provided Information			BCWMC Engineer Estimate		
	TP Loading (lbs/year)	TP Removal (lbs/year)	Percent Removal (%)	TP Loading (lbs/year)	TP Removal (lbs/year)	Percent Removal (%)
Sump and SAFL Baffle – CBMH 301	1.97	0.27	14	<i>no change</i>		
Stormwater Reuse for Irrigation	1.74	0.53	31	<i>no change</i>		
Sump and SAFL Baffle – STMH 404	0.47	0.07	14	<i>no change</i>		
StormFilter – North	1.61	1.01	63	1.61	0.88	54
Sump and SAFL Baffle – CBMH 105	0.14	0.003	2	<i>no change</i>		
StormFilter – South	0.89	0.58	65	0.89	0.52	58
<b>Total <sup>1</sup></b>	<b>3.41</b>	<b>2.46</b>	<b>72</b>	<b>3.52</b>	<b>2.27</b>	<b>64</b>






<sup>1</sup> The stormwater treatment system includes a treatment train, therefore the totals are not a direct summation of each BMP.

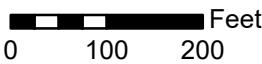


## Recommendation

- A. Conditional re-approval based on the following comments:
- 1) The proposed project must remove 60% of the total phosphorus from the new and fully reconstructed impervious surfaces. The proposed project includes 1.74 acres of new and fully reconstructed impervious surfaces, however 1.68 acres of impervious surfaces are included in the MIDS calculator. The additional new and fully reconstructed impervious surfaces must be included in the calculation for water quality treatment.
  - 2) The BCWMC Engineer received previous documentation suggesting that the StormFilter provides 84% removal of particulate phosphorus and 27% removal of dissolved phosphorus for a total phosphorus removal, when used in MIDS, of approximately 58%. The removal efficiencies in the MIDS calculator must be modified accordingly or additional documentation must be provided to support the removal efficiencies used by the applicant in the MIDS calculator.
  - 3) A maintenance agreement must be established between the property owner and the City of Minnetonka for the stormwater management BMPs.
  - 4) Revised plans and/or supporting documentation (paper copy and final electronic files) must be provided to the BCWMC Engineer for final review and approval.
- B. Re-consider the requirement of monitoring for the proposed proprietary stormwater treatment devices.
- 1) At their April 18, 2019 meeting, the Commission added a monitoring requirement for the Contech Jellyfish Filter as part of the conditional approval. This requirement was included, in part, due to the Commission's concerns that the Contech Jellyfish Filter would not provide the intended treatment. It was unclear whether the Commission added the monitoring requirement due to the Contech Jellyfish Filter specifically, or due to the use of a proprietary stormwater treatment device in general.



-  Project Location
-  Municipality
-  BCWMC Legal Boundary
-  Major Subwatershed
-  Bassett Creek



BCWMC #2019-06  
 MARSH RUN APARTMENTS  
 11650 Wayzata Blvd  
 Minnetonka, MN

**LOCATION MAP**



## Bassett Creek Watershed Management Commission

### MEMO

Date: May 8, 2019  
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** (more resources at <http://www.bassettcreekwmo.org/projects.>)

**2019 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) Golden Valley:** A feasibility study for this project was completed in May 2018 after months of study, development of concepts and input from residents at two public open houses. At the May 2018 meeting, the Commission approved Concept 3 and set a maximum 2019 levy. Also in May 2018, the Minnesota Legislature passed the bonding bill and the MDNR has since committed \$2.3M for the project. The Hennepin County Board approved a maximum 2019 levy request at their meeting in July 2018. A BCWMC public hearing on this project was held on August 16, 2018 with no comments being received. Also at that meeting the Commission officially ordered the project and entered an agreement with the City of Golden Valley to design and construct the project. In September 2018, the City of Golden Valley approved the agreement with the BCWMC. The [Sun Post](#) ran an article on this project October 2018. Another public open house and presentation of 50% designs was held February 6, 2019. An EAW report was completed and available for public review and comment December 17 – January 16, 2019. At their meeting in February 2019, the Commission approved the 50% design plans. Another public open house was held April 10<sup>th</sup> and a public hearing on the water level drawdown was held April 16<sup>th</sup>. 90% Design Plans were approved at the April Commission meeting. Project website: <http://www.bassettcreekwmo.org/index.php?CID=433> .

**2020 Bryn Mawr Meadows Water Quality Improvement Project (BC-5), Minneapolis (See Item 5C):** A feasibility study by the Commission Engineer began last fall and included wetland delineations, soil borings, public open houses held in conjunction with MPRB's Bryn Mawr Meadows Park improvement project, and input from MPRB's staff and design consultants. At their meeting in April, the Commission approved a TAC and staff recommendation to move this project from implementation in 2019 to design in 2020 and construction in 2021 to better coincide with the MPRB's planning and implementation of significant improvements and redevelopment Bryn Mawr Meadows Park where the project will be located. A draft feasibility study was presented at the October meeting. At direction of the Commission, staff discussed Penn Pond function and maintenance with MnDOT to better understand treatment options. The final feasibility study was approved at the January 2019 Commission meeting. Staff recently discussed the maintenance of Penn Pond with MnDOT again and received written confirmation that pond maintenance will occur prior to the park's reconstruction project with coordination among the BCWMC, MPRB, and MnDOT. Project website: <http://www.bassettcreekwmo.org/projects/all-projects/bryn-mawr-meadows-water-quality-improvement-project>

**2020 Jevne Park Stormwater Improvement Project (ML-21) Medicine Lake:** At their meeting in July 2018, the Commission approved a proposal from the Commission Engineer to prepare a feasibility study for this project. The study got underway last fall and the city's project team met on multiple occasions with the Administrator

and Commission Engineer. The Administrator and Engineer also presented the draft feasibility study to the Medicine Lake City Council on February 4, 2019 and a public open house was held on February 28<sup>th</sup>. The feasibility study was approved at the April Commission meeting with intent to move forward with option 1. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=467>.

**2019 Westwood Lake Water Quality Improvement Project (WST-2) St. Louis Park (No change since Nov 2018):** At their meeting in September 2017, the Commission approved a proposal from the Commission Engineer to complete a feasibility study for this project. The project will be completed in conjunction with the Westwood Hills Nature Center reconstruction project. After months of study, several meetings with city consultants and nature center staff, and a public open house, the Commission approved Concept 3 (linear water feature) and set a maximum 2019 levy at their May meeting. 50% designs were approved at the July meeting and 90% design plans were approved at the August meeting. The Hennepin County Board approved a maximum 2019 levy request at their meeting in July. A BCWMC public hearing on this project was held on August 16<sup>th</sup> with no comments being received. Also at that meeting the Commission officially ordered the project and entered an agreement with the City of St. Louis Park to design and construct the project and directed the Education Committee to work with the Commission Engineer and city staff to develop a BCWMC educational sign for inside the nature center. The draft sign was presented at the October meeting and will be finalized soon. The Sun Sailor printed [an article](#) on the project in October. Project website: <http://www.bassettcreekwmo.org/projects/all-projects/westwood-lake-water-quality-improvement-project>

**2018 Bassett Creek Park Pond Phase I Dredging Project: Winnetka Pond, Crystal (BCP-2):** The final feasibility study for this project was approved at the May 2017 meeting and is available on the project page online at <http://www.bassettcreekwmo.org/index.php?cID=403>. At the September 2017 meeting, the Commission held a public hearing on the project and adopted a resolution officially ordering the project, certifying costs to Hennepin County, and entering an agreement with the City of Crystal for design and construction. Hennepin County approved the 2018 final levy request at their meeting in November 2017. The City of Crystal hired Barr Engineering to design the project. At their meeting in April, the Commission approved 50% design plans. A public open house on the project was held May 24<sup>th</sup> where four residents asked questions, provided comments, and expressed support. 90% design plans were approved at the June 2018 meeting. An Environmental Assessment Worksheet was recently approved and a construction company was awarded the contract. A pre-construction meeting was held December 14<sup>th</sup> and construction began in January. A large area of contamination was discovered during excavation in February 2019. At their meeting

February 21, 2019 the Commission approved additional funding for this project in order to properly dispose of the contamination and continue building the project as designed. An amended agreement with the city of Crystal was approved at the March Commission meeting. Pond dredging



is complete; the contractor completed storm sewer work at the site and installed the outlet trash rack. The City executed a contract with Applied Ecological Services for buffer establishment.

**2017 Plymouth Creek Restoration Project, Annapolis Lane to 2,500 feet Upstream (2017CR-P) (No change since Feb):** All project documents including the feasibility study and 90% design plans are available online at <http://www.bassettcreekwmo.org/index.php?cID=284>. The BCWMC executed agreements with the BWSR for a \$400,000 Clean Water Fund grant and with Hennepin County for a \$50,000 Opportunity Grant and a subgrant agreement with the City was executed. Project design was completed by the city's contractor, Wenck Associates, with 60% and 90% design plans approved by the Commission at the April

and August 2017 meetings, respectively. Plymouth City Council awarded a construction contract in early December 2017 and construction got underway on December 11, 2017. Streambank restoration work is complete in all three reaches. Vegetation is currently being established. Requests for reimbursement to the city were approved at the June and July BCWMC meetings. I recently submitted a Clean Water Fund grant interim report.

**2017 Main Stem Bassett Creek Streambank Erosion Repair Project (2017CR-M) (No change since April):**

The feasibility study for this project was approved at the April Commission meeting and the final document is available on the project page at: <http://www.bassettcreekwmo.org/index.php?cID=281>. A Response Action Plan to address contaminated soils in the project area was completed by Barr Engineering with funding from Hennepin County and was reviewed and approved by the MPCA. The Commission was awarded an Environmental Response Fund grant from Hennepin County for \$150,300 and a grant agreement is in the process of being signed by the county. A subgrant agreement with the City will be developed. The City hired Barr Engineering to design and construct the project. Fifty-percent and 90% designs were approved at the August and October Commission meetings, respectively. In September, design plans were presented by Commission and city staff to the Harrison Neighborhood Association's Glenwood Revitalization Team committee and through a public open house on the project. Bidding for construction is complete and a pre-construction meeting was recently held. Construction was to begin this summer but will be delayed until winter/spring 2019 due to the unanticipated need for a field based cultural and historical survey of the project area required by the Army Corps of Engineers and the preference for Pioneer Paper (a significant landowner and access grantor) for a spring/summer construction window. The cultural and historical survey fieldwork is complete and a final report was sent to the State Historical Preservation Office (SHPO) in February. Construction will begin this summer. The contractor (Sunram Construction) and Barr Engineering staff will meet with landowners regarding access in the coming weeks.

**2014 Schaper Pond Diversion Project, Golden Valley (SL-3) (No change since October 2018):** Repairs to the baffle structure were made in 2017 after anchor weights pulled away from the bottom of the pond and some vandalism occurred in 2016. The city continues to monitor the baffle and check the anchors, as needed. Vegetation around the pond was planted in 2016 and a final inspection of the vegetation was completed last fall. Once final vegetation has been completed, erosion control will be pulled and the contract will be closed. The Commission Engineer began the Schaper Pond Effectiveness Monitoring Project last summer and presented results and recommendations at the May 2018 meeting. Additional effectiveness monitoring is being performed this summer. At the July meeting the Commission Engineer reported that over 200 carp were discovered in the pond during a recent carp survey. At the September meeting the Commission approved the Engineer's recommendation to perform a more in-depth survey of carp including transmitters to learn where and when carp are moving through the system.

**2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): (No change since June 2018)** 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, 2015 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. There were no complaints or comments from residents during or since the treatment. Water monitoring continues to determine if and when a second alum treatment is necessary. Lake monitoring results from 2017 were presented at the June 2018 meeting. Commissioners agreed with staff recommendations to keep the CIP funding remaining for this project as a 2<sup>nd</sup> treatment may be needed in the future.

**2013 Four Season Area Water Quality Project/Agora Development (NL-2):** At their meeting in December 2016, the Commission took action to contribute up to \$830,000 of Four Seasons CIP funds for stormwater management at the Agora development on the old Four Seasons Mall location. At their February 2017 meeting the Commission approved an agreement with Rock Hill Management (RHM) and an agreement with the City of Plymouth allowing the developer access to a city-owned parcel to construct a wetland restoration project and to ensure ongoing maintenance of the CIP project components. At the August 2017 meeting, the Commission approved the 90% design plans for the CIP portion of the project. At the April 2018 meeting, Commissioner Prom notified the Commission that RHM recently disbanded its efforts to purchase the property for redevelopment. In spring 2019, a new potential buyer/developer is preparing plans for redevelopment at the site. Alternate Commissioner Cesnik and I attended the neighborhood meeting and briefly discussed opportunities for funding above and beyond stormwater management features to improve water quality leaving the area and entering Northwood Lake.

## **Other Work**

### **CIP Project Work and Technical Assistance**

- Coordinated curly-leaf pondweed treatment on Medicine Lake including permitting, corresponding with contractor, and receiving updates on and final maps of treatment areas from TRPD
- Participated in call with MnDOT and Commission Engineer re: Penn Pond maintenance; reviewed and commented on MnDOT letter
- Coordinated with Commission Engineer and attorney re: questions from proprietary device manufacturers

### **Administration and Education**

- Reviewed draft May education press release on Commission's history (see Item 7D)
- Continued gathering information and developing content for 50<sup>th</sup> Anniversary Booklet
- Scheduled TAC and Education Committee meetings
- Drafted 2018 Annual Report
- Reviewed draft FY2018 Financial Audit
- Developed revised proposed 2020 Operating Budget
- Prepared for and attended Budget Committee meeting
- Prepared Budget Committee meeting notes
- Prepared invoices to City of Plymouth, SWLRT, and Blue Line LRT
- Reviewed materials for and attended Local Government Water Roundtable Workgroup meeting in St. Cloud
- Prepared for and participated on panel for Land Development Summit
- Prepared presentation for Water Summit and rehearsed with co-presenters
- Reviewed Schaper Pond Diversion Project reimbursement request
- Prepared and distributed education letters of understanding for each member city