



## 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
- 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